

# WEST WRATTING PARISH COUNCIL

Clerk to West Wrating Parish Council

Monday 8th September 2025

## DRAFT MINUTES

Held on 8th September 2025 in West Wrating Village Hall at 7.30pm.

**In Attendance:** Cllr S Chandler (Chairman), Cllr Ryder, Cllr. Harvey, Cllr. McKenna, Cllr. O'Donovan.

**Also Present:** Cameron Biggs (Clerk), Cllr. Henry Batchelor, Cllr. Geoff Harvey

**Members of the Public:** 3

### 080925/1 Chairman's Welcome

### 080925/2 Apologies for absence

Apologies were received from Cllr L Chandler.

### 080925/3 To receive declarations of pecuniary and non-pecuniary Interest

No interests were declared.

### 080925/4 Open forum for public participation

- It was noted that thanks should be given to the Duke of Edinburgh volunteers for their assistance in repainting the recreation ground railings and for various other maintenance activities around the village.
- It was noted by a MoP that there has now been a perceived real impact to house prices in the local area because of the proposed Kingsway Solar Farm.
- A draft scale drawing was presented featuring the proposed container that is to be provisionally sited behind the Sports Pavilion.
- It was noted that there is a proposal for a small family gathering at the Sports Pavilion later in September, and this will also be considered later in the agenda.
- It was noted by the Paths Officer that some assistance with litter picking and maintenance in the village would be very helpful.

*Action for clerk to add a call out to the Challenge magazine for assistance.*

### 080925/5 Minutes of previous meeting(s)

It was resolved to approve the minutes of the meeting held on Monday 14th July and the extra ordinary meeting on Wednesday 13th August 2025.

***It was resolved to move agenda point 080925/13 (District & County Councillors' reports) to this section of the meeting.***

### 080925/6 Council Business

- (a) An update was received from the Clerk on progress with regard to title deed corrections on behalf of the village hall.
- (b) It was resolved to approve the budget in principle for [CilCA training](#) for the Clerk with the caveat of a training agreement being in place.

*Action for clerk to draft a training agreement and circulate to councillors for future approval.*

- (c) To discuss advertising for the vacant councillor seat.

*It was noted that the Vice Chairman will compile a campaign to create some publicity around the vacant seat and forthcoming elections in May 2026.*

## MINUTES

### 080925/7 Finance

(a) It was resolved to make payments as per the below

4/7/2025	Grant payment to West Wrating Village Hall	£1,200.00
31/7/2025	Service Charge	£6.00
6/8/2025	Expense payment to S Chandler - NAMECHEAP web hosting	£28.59
6/8/2025	C Biggs Salary July less PAYE	£215.40
6/8/2025	West Wrating Football Club - Grass Cutting Payment 24/25 (INV217)	£799.00
6/8/2025	CAPALC Affiliation Fee 25/26	£286.74
6/8/2025	Crystal HR and Payroll - April - June 2025	£36.00
6/8/2025	Crystal HR and Payroll - July - Sept 2025	£36.00
15/8/2025	CAPALC Internal Audit 24/25	£200.00
15/8/2025	CAPALC Councillor Training (Caughlin)	£75.00
15/8/2025	CAPALC Councillor Training (Paul McKenna)	£75.00
15/8/2025	CAPALC Internal Audit 23/24	£181.80
21/08/2025	Atkins Dellow (WWVH Title Transfer Deposit)	£1,000.00
31/8/2025	C Biggs Salary August less PAYE	£215.40
31/8/2025	Payment to HMRC PAYE	£287.20

(b) Monies received were noted:

- (i) £220 WWFC - 25/26 Grass Cutting Contribution
- (ii) £70 D'Abo Tennis Club - 25/26 Grass Cutting Contribution

(c) Summary of bank balances as at 31st August 2025 was noted:

Current Account: £13,817.10

High Interest Account: £43,770.93

Total: £57,588.03

### 080925/8 Planning

(a) An update was received from the Planning Committee

(b) The below planning application decisions and tree works were noted.

<b>Reference:</b>	25/03075/PRIOR	<b>Applicant:</b>	Mr Richard Pearce R P Pearce
<b>Status</b>	Consultation period expires: 01/09/2025  <b>Comments submitted by WWPC</b>	<b>Agent:</b>	Mr Alexander Moss Dudley Peverill Associates LLP Warren House Stratford Road Warren Park Milton Keynes Buckinghamshire MK12 5NG
<b>Date started</b>	04/08/2025		
<b>Case Officer</b>	Phoebe Carter		
<b>Type</b>	Prior Approval		
<b>Site</b>	Dungate Farm Dungate Lane Balsham Cambridgeshire CB21 4HF		
<b>Proposal</b>	Change of use from agricultural to mixed commercial use class B8, use class E (not including, Retail use (Class E (a)), Food and drink use (Class E (b)), Financial services use (Class E (c) (i-iii)), Office use (Class E (g) (i)) of the total 193m2 GEA of the building.		

## MINUTES

<b>Web Link</b>	<a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/03075/PRIOR">https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/03075/PRIOR</a>
-----------------	---

<b>Reference:</b>	25/01260/FUL	<b>Applicant:</b>	Cam Grain Ltd
<b>Status</b>	<b>Approved with conditions, Fri 05 Sep 2025</b>	<b>Agent:</b>	Mr Jack Wilkinson Wilkinson Planning Ltd Bury Lodge Bury Road Stowmarket Suffolk IP14 1JA
<b>Date started</b>	02/04/2025		
<b>Case Officer</b>	Melissa Reynolds		
<b>Type</b>	Full Application		
<b>Site</b>	Grain Stores Valley Farm Road West Wrattling Cambridgeshire CB21 4HH		
<b>Proposal</b>	Erection of solar panels with associated infrastructure		
<b>Web Link</b>	<a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01260/FUL">https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01260/FUL</a>		

- (c) The following application was received and it was noted that the council has no interest in making a representation in this matter.

<b>Reference:</b>	25/03129/HFUL	<b>Applicant:</b>	Mr. & Mrs. Fergus & Lottie Payne
<b>Status</b>	Consultation period expires: 17/09/2025	<b>Agent:</b>	Mr Andrew Porter AWB Associates 11 Fishergate Ripon North Yorkshire HG4 1EA
<b>Date started</b>	19/08/2025		
<b>Case Officer</b>	Laura Horan		
<b>Type</b>	Householder Works/Extension		
<b>Site</b>	61 High Street West Wrattling Cambridgeshire CB21 5LU		
<b>Proposal</b>	Construction of an outdoor swimming pool and associated plant shed		
<b>Web Link</b>	<a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/03129/HFUL">https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/03129/HFUL</a> <a href="https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/03130/LBC">https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/03130/LBC</a>		

### 080925/9 Kingsway Solar Farm

- (a) An update was received from the Chairman and it was noted that the Parish Council Alliance is coming together.
- (b) It was resolved to make a £200 donation to KSCA for the purposes of delivering their public engagement and publicity activities.

*Action for chair to give payment details/invoice to the clerk and clerk to make payment.*

- (c) The [Stage Two Consultation letter](#) from Kingsway was noted and it was resolved to schedule a meeting on a date after the 12th October.

## MINUTES

---

*Action for chair to ascertain a meeting date and clerk to arrange meeting.*

- (d) To discuss any updates to the proposed KSCA exhibit (solar panel mock up).
  - (i) It was noted that this will not be going ahead in West Wrattling in the immediate future.
- (e) It was resolved to accept the [Crowd Justice Terms & Conditions](#).

*Action for clerk to contact Crowd Justice and approve.*

- (f) It was resolved to approve joining the Kingsway Area Parish Council Alliance.

*Action for Chair.*

### **080925/10 West Wrattling Sports Pavilion Club**

- (a) It was resolved to approve the following events -
  - (i) Private event at the end of September or beginning of October.
  - (ii) Private event on Sunday 28th September 2025, from midday.
  - (iii) Fundraiser in October.

*Action for Clerk to contact club secretary*

- (b) To discuss the proposed siting of a storage container at West Wrattling Sport Pavilion Club.
  - (i) It was noted that responses to questions submitted in the above matter had not been forthcoming, and this will be considered at a future date. It was noted that there are serious health and safety concerns with regard to fuel powered plant and equipment being stored in the pavilion.

*Action for clerk to write to the WWSPC regarding concerns over storage of equipment in the pavilion, express the council's position over the location of the proposed container site and consider alternative locations, as well as reiterate the need for satisfactory answers to the previous list of questions.*

### **080925/11 Small assets**

- (a) An update was noted.
- (b) It was noted that the protective caps for the play equipment are still yet to be delivered.

### **080925/12 Road safety, highways and footpaths**

- (a) There were no councillors present to give an update on the 20mph and LHI application.
- (b) It was noted that the footpaths are generally in good condition and ploughed fields are a likely hazard at this time of year, so any comments should be submitted to the Paths Officer via the Clerk.

### **080925/13 District & County Councillors' reports**

- (a) The reports were received.

### **080925/14 Date of next meeting & matters for future consideration**

- (a) The next meeting will be Monday 10th November at 7.30pm.

### **080925/15 To resolve (in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion on the below points where publicity might be prejudicial to the special nature of the business.**

- (a) The [NALC pay award 25/26](#) was noted.

*Action for Clerk*

- (b) To discuss revision of expired and expiring lease documents on council owned assets.
  - (i) It was noted that the draft lease for the Tennis Club is acceptable and a further draft will be distributed to interested parties for formal approval at November's meeting.

There being no other business, the meeting closed at 22:15pm.