

WEST WRATTING PARISH COUNCIL

Clerk to West Wrating Parish Council

Monday 9th March 2026

DRAFT MINUTES

Held on Monday 9th March 2026 in West Wrating Village Hall at 7.30pm.

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

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

Members of the Public: 4

090326/1 Chairman's Welcome

The chair opened the meeting and extended his thanks to Cllr. Harvey, who will be retiring at the forthcoming election.

090326/2 Apologies for absence

(a) Apologies were received from Cllr. McKenna.

090326/3 To receive declarations of pecuniary and non-pecuniary interest

(a) An interest was declared by Cllr. Ryder as a member of the Village Hall Management Committee, a dispensation was granted in respect of this and the matter to be discussed.

090326/4 Open forum for public participation

(a) Introductions were received, a note was made about severe concerns over degradation of road surfaces, specifically on the Common, West Wrating - the problem isn't just consigned to the potholes, but the surface disintegrating and causing regular damage to tyre walls.

090326/5 Minutes of previous meeting(s)

(a) It was resolved to approve the minutes of the meeting held on Monday 12th January 2026.

090326/6 Council Business

- (a) It was noted that the precept request has been received by SCDC.
(b) It was noted that monthly fees for our bank accounts will be increasing from £6 to £7 from 1st March.

090326/7 Finance

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

23/1/26	Payment to HMRC PAYE	£444.40
28/1/26	C Biggs Salary January less PAYE	£222.10
31/1/26	Service Charge	£6.00
27/02/26	Crystal HR and Payroll	£36.00
27/02/26	Crystal HR and Payroll	£45.60
27/02/26	Donation to Challenge Magazine	£150.00
27/02/26	C Biggs salary February less PAYE	£222.50
27/02/26	SLCC for CILCA Training	£540.00
27/02/26	SLCC for CILC Qualification	£495.00
28/02/26	Service Charge	£6.00

(b) Monies received were noted below:

- (i) £250 donation from Brinkley PC towards Solar Farm funds.
(ii) £5100 additional anonymous donations towards Solar Farm funds.

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- (c) Summary of bank balances as at 1st March 2026
Current Account: £8908.52
High Interest Account: £76,686.27
Total: £85,594.79

090326/8 Planning

- (a) An update was received from the Planning Committee.
(b) A new Planning Committee Chair will be nominated in May.
(c) To receive planning application decisions and tree works as per the below.
(i) No changes since last meeting.
(d) Updates on planning applications received below -

Reference	25/04865/FUL
Application Received	Tue 16 Dec 2025
Application Validated	Fri 09 Jan 2026
Address	29 The Common West Wrating Cambridgeshire CB21 5LR
Proposal	Change of use of residential annexe to holiday let accommodation, including minor external alterations and revised access arrangements.
Status	Refused

Reference	26/0078/TICA
Application Received	Mon 26 Jan 2026
Application Validated	Fri 06 Feb 2026
Address	4 The Causeway West Wrating Cambridgeshire CB21 5NA
Proposal	Oak - Remove
Status	Approved

090326/9 Kingsway Solar Farm

- (a) An update from the chair of the KSCA and Kingsway Area Parish Council Alliance (KAPCA) was received based on previously circulated minutes.
(b) It was clarified that minute [140725/9b](#) was formal approval from the council to proceed with engaging Richard Buxton Solicitors to produce the reports as per the RFQ sent out earlier in 2025 and the resulting [client engagement letter](#).
(c) Further to the above, it was resolved that the Council wishes to appoint Richard Buxton Solicitors as legal representatives in this matter, and for all future scoped works (within the allocated budget raised from anonymous donations). Any further works beyond this budget will be scoped separately and put to council for approval. It was further confirmed that the sole authority for instructing Richard Buxton Solicitors beyond this scope lies with West Wrating Parish Council.
(d) It was resolved to authorise the Clerk to sign the further agreement document from Richard Buxton Solicitors.

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- (i) Further to this, the clerk will include a summary of all legal spend and remaining budget at bi-monthly meetings.

Action for Clerk

- (e) It was resolved to delegate operational responsibility for the Kingsway Solar Farm legal engagement to the KSCA legal steering committee as in the [KAPCA Terms of Reference](#).

Action for Chair

090326/10 West Wrattling Sports Pavilion Club

- (a) An update was received on progress from the SPC Committee in suggesting a new structure and legal entity, progress has been tabled but not yet progressed with regard to the creation of an alternative legal structure for the SPC. A meeting was scheduled recently, involving several councillors and the SPC committee, however it has to be rescheduled.

Action for Cllr O'Donovan

- (b) To approve any event requests at the recreation ground.
 - (i) It was resolved to approve a private event on the 24th April.

Action for Clerk

090326/11 Small assets and village matters

- (a) An update was received from Cllr Chandler.
 - (i) It was noted that quotes are being sought for replacement for the gate at the recreation ground to be approved at the next meeting.
 - (ii) It was noted that paint finish repairs to the village pump will be carried out by the previous contractor FOC during the spring.
- (b) An update from Cllr. Ryder was received on plans for the Village Hall to place signage regarding hall hire on the boundary of the village hall.
- (c) It was noted that the ROSPA inspection will take place during April.

090326/12 Road safety, highways and footpaths

- (a) An update from the working group, incl. LHI application & 20 mph application was received and the 2026 20mph limit application has been submitted again.
- (b) It was noted in principle that replacement of the recreation gate would be beneficial, and approval subject to the costs will be discussed at the May meeting.

Action for Cllr L. Chandler

- (c) The Clerk gave an update on footpaths following a report from the Paths Officer, he is still desperate for some letter picking support if there are any parishioners who wish to get involved.

090326/13 District & County Councillors' reports

- (a) Reports were received as above.
- (b) Two major concerns were raised by councillors
 - (i) regarding lack of representation at the meeting regarding proposals for 'Forest City'.
 - (ii) regarding severe potholes around the village and the related dangers.

090326/14 Date of next meeting & matters for future consideration

- (a) It was resolved to defer the forthcoming meeting by one week due to the election, therefore the next meeting will now be Monday 18th May at 7.30pm, the annual parish meeting will be scheduled for a date tbc.

Action for Clerk

There being no other business, the meeting concluded at 21.25pm.