

**10230 Minutes of the Annual Meeting of Wickhambrook Parish Council held on
31st May 2012 at 7.30 p.m. in the Pavilion of MSC Hall**

Present

Cllrs. K. Sammons (Chairman), S. Bradbury, J Claydon, J.Girling, K. Merritt, E Taylor, J Walker and J. Wilson.

County Cllr. J. Midwood, Borough Cllr. D. Redhead and PCSO 3071R. Wilson (all left at 8.25pm)

Clerk R. Medley.

There were no members of the public.

1. Appointment of Chairman

Cllr. Sammons was proposed by Cllr. Wilson and seconded by Cllr. Walker. Cllr. Sammons accepted the position and signed the Declaration of Acceptance.

2. Welcome to the public.

No members of the public were present.

3. Apologies for absence.

No apologies were received.

4. Election of Vice-Chairman.

Cllr. Taylor was proposed by Cllr. Walker and seconded by Cllr. Wilson. Cllr. Taylor thought it unlikely that she would have the time to take on the duties of Chairman in 2015. Cllrs. agreed that if this was still the situation in May 2013 then an alternative vice chairman should be appointed.

5. Minutes of the Meeting of Parish Council on 26th April 2012

After a change to agenda item 6 (Parking at the School) these were accepted as a correct record and signed by the chairman.

6. Matters Arising (for information)

6.1 Item 10.4 of previous minutes – marking of war memorial area. Saxon Monumental Craft had been asked to suggest a design and give an estimate for the required changes.

6.2 Item 10.5 of previous minutes – Jubilee celebrations. Private street parties had been arranged in Wash Lane and Clopton Park

7. Declarations of interest in agenda items

Cllr. Taylor declared an interest in agenda item 15 and Cllr. Wilson in 11.1.6

8. Appointment of Estates Committee

All existing members (Cllrs. Girling, Merritt, Sammons and Walker) were re-elected. Cllr. Taylor, as Parish Council vice chairman, would remain an ex officio member.

Cllrs. hoped that Marion Cowan and John Norton would continue as lay members.

9. Appointment of Representatives

9.1 SALC area meetings. Cllr. Merritt was re-appointed

9.2 Memorial Social Centre. Cllr. Walker was re-appointed

9.3 United Charities. Cllr. Wilson was re-appointed. It was hoped that B. Fairhall would continue.

9.4 Tree Warden. Cllr. Bradbury was appointed.

9.5 Village website. Cllr. Bradbury was appointed.

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Chairman

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Date

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OPEN SESSION 7.50pm

10. County Cllr. J. Midwood reported favourably on the Home Security meeting and intended to offer a repeat in the Autumn. She asked that BT be contacted about the state of the kiosk outside the shop.

Borough Cllr. D. Redhead said that the only recent meeting was on Localism. The final draft consultation on LDF was likely to take place in September/October time.

PCSO 3071 R. Wilson said that there were 24 crimes over the last twelve months as opposed to 28 in the previous twelve month period. Most crimes involved the removal of equipment from outbuildings.

CLOSURE OF OPEN SESSION at 8.25pm

11. Planning

11.1 The following applications had been considered by Councillors.

11.1.1 SE/12/0452/FUL Easterwood Bungalow, Baxters Green. New dwelling

11.1.2 SE/12/0401/FUL Mulberry House, Wash Lane. Plans for swimming pool.

11.1.3 SE/12/0470/HHLB Rolfe's Farm, Church Road. Side/rear extensions.

11.1.4 SE/12/0533/HH 18, Croft Close. Erection of front porch.

11.1.5 SE/12/0532/HH Coopers Croft, Ashfield Green. Single storey rear extension.

11.1.6 SE/12/0537/HH Little Monks Farm, Malting End. Two storey rear extension.

11.2 No applications had been granted/refused/withdrawn by the Borough Council

12. Clerk's Report

12.1 Circulated Documents

12.1.1 Localism & Neighbourhood Planning course. Cllrs. agreed to await full details of the Parish Plan survey before considering a neighbourhood plan.

12.1.2 Columbine Cottage proposal. Cllrs. agreed that the applicant be advised to proceed with a formal application.

12.1.3 BDO Audit briefing. Cllrs. were satisfied that the audit advice was being implemented.

12.2 Other matters

12.2.1 Clerk's holiday. Several suggestions were made to improve arrangements for cover.

12.2.2 'General Power of Competence' training. The Clerk had participated in this session on 29th May and results were awaited. The paperwork would be circulated.

13. Finance.

13.1 The following payments were approved.

13.1.1 001743 SLCC Marking of competence test 20.00

13.1.2 001744 R. Medley Salary for May 465.22

13.1.3 001745 R. Medley 'Home as Office' allowance 45.00

13.1.4 001746 Wickhambrook Bowls Club Replacement of wooden 'cushions' 500.00

13.1.5 DD TalkTalk Broadband use in May 33.49

13.2 The following income was noted.

13.2.1 Payment for interment (Armstrongs Funeral Directors) 70.00

14. Approval of Accounts.

Cllrs. approved the previously circulated Financial Statement and Bank Reconciliation for 2011/12 and the annual governance statement. The Chairman signed the documents.

15. Changes to School transport.

Cllr. Taylor gave an explanation of the proposed home-to-school transport arrangements for Haverhill, Clare and Sudbury areas 2013/2014 onwards and expressed her concern over some of the suggestions. Cllrs. agreed that the 'natural' partnership between Wickhambrook Primary School and Samuel Ward should not be jeopardised by free transport proposals and instructed the Clerk to respond accordingly.

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Chairman

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Date

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16. Parish Plan follow up.

- 16.1 First Responders. Jon Needle, Community Partnerships Manager, would visit 7.30pm on the evening of Tuesday 24th July. All those who had shown interest would be invited.
- 16.2 Emergency Plan. Steve Henthorn, Emergency Planning Organiser, will visit on Thursday 5th July to attend a 7.30 pm meeting in the MSC Pavilion.
- 16.3 Youth Council. Only a few names supporting this proposal. Cllrs. suggested they be provided with details of the 'Wos Up visits.
- 16.4 Other proposed actions. Cllr. Bradbury had investigated the bulk buying of oil and had concluded that the Suffolk ACRE arrangement was the most cost effective option.

17. Highway Matters

- 17.1 Partial night lighting. Only a few street lamps were affected. The Clerk would check.
- 17.2 Coltsfoot Lane drainage. The Borough had improved the drainage in Coltsfoot Lane so that surplus rainwater now runs into Coltsfoot Green pond and then into the brook.
- 17.3 Horse and rider warning signs.
 - 17.3.1 Giffords Lane residents for asked that Suffolk Highways consider signs in that area.
 - 17.3.2 A similar request had been received for signs to be erected at Coltsfoot Green. Cllrs. felt that additional signs could not be justified.

18. Estates Matters

- 18.1 Litter Pick on 27th May. Volunteer numbers had dropped but the group had been boosted by the local Beavers. 10 bags of litter, part of a roof rack and several tyres had been collected.
- 18.2 Tree Inspection. Initial confusion over village greens had been overcome and an amended copy would be circulated. The Clerk to obtain an unpriced copy so competitive quotes could be obtained.
- 18.3 Update of playground improvements. Cllr. Sammons emphasized the need for a decision to be made very soon. Funds were £22,000 short of the £90,000 target but any further delay could result in the September start date not being met.
- 18.4 Contribution to 'Wickhambrook Discovers Its Past' event. Cllrs. approved a payment of £50.
- 18.5 'Wos Up' Youth initiative. The programme had been operating since mid May, would continue until July, and was being well supported.
- 18.6 Bury Road Children's playground. There was no further news about the handover.

19. Reports from representatives from other village organisations.

- 20.1 URC Cllr. Wilson reported that the fence by the Alms houses had been repaired.

20. Demonstration of Facebook.

Cllr. Bradbury demonstrated a mock-up and offered to set up the service and carry out all necessary work for a six month trial period. Cllrs. accepted this offer.

21. Correspondence

- 21.1 Recently circulated documents. There were no comments.
- 21.2 Correspondence requiring responses.
 - 21.2.1 Skate park improvements. A resident had requested that the skate park be covered.
 - 21.2.2 Appointment of External Auditor. Cllrs. were happy to continue with BDO LLP.

Date of next meeting. Thursday 28th June 2010 in the MSC Pavilion at 7.30 pm.

Meeting closed at 10.00 p.m.

I confirm that the above is a correct record of the meeting held on Thursday 31st May 2012.

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Chairman

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Date