

**Minutes of the meeting of Wickhambrook Parish Council held on
25th April 2013 at 7.30 p.m. in the MSC Pavilion.**

Present

Cllrs. K. Sammons (Chairman), J. Claydon, K. Merritt, E. Taylor and J. Wilson.
Clerk R. Medley.
Borough Cllr. D. Redhead.
One member of the public.

1. Apologies for absence.

Apologies were received from Cllrs. S. Bradbury, J. Girling, J. Walker and County Cllr. J. Midwood.

2. Minutes of the Parish Council meeting on 21st March

The minutes of the meeting were signed as a correct record.

3. Matters Arising (for information)

Item 14.2.2 of previous meeting – Playground Inspection and Management Course. Marion Cowan was unable to attend because the course was already fully booked.

4. Declarations of interest in agenda items

Cllr. Claydon declared an interest in 6.2.2.

OPEN SESSION 7.35 pm.**5. County Cllr. Jane Midwood sent her apologies for what would have been her last meeting before stepping down as County Councillor.**

Borough Cllr. Derek Redhead said that the next consultation on Vision 2031 would be delayed because the Inspector was not now due to examine the Borough's proposals until 2014.

A report from the Police listed just the one crime since the last meeting that being the breaking into a garden shed but nothing had been stolen. Speeding checks had been carried out in the village and as a result one driver had been summoned and several others had received verbal warnings.

In response to a request from Cllr. Taylor, PCSOs Mitchell and Fuller offered to visit Wickhambrook School at drop off and collection times and check the parking situation. Parents would be encouraged to use the MSC car park.

Ron Weir of Nunnery Green outlined his concern about the hazardous junction at Meeting Green. The Clerk was instructed to write to Steve Boor of Suffolk Highways emphasizing local concern and suggesting that a site visit be arranged. All those with an interest, such as the Police, should be invited.

SESSION CLOSED AT 8.05 pm**6. Planning****6.1 Planning applications considered by the Parish Council.**

6.1.1 SE/13/0261/RVCON Doctor's Holding, Wash Lane. Change of use from agricultural land to garden.

6.1.2 SE/13/0103/FUL Land adjacent to Three Gables, Nunnery Green. Omission of proposed patio doors from previously submitted plan.

6.1.3 SE/13/0373/FUL Land adjacent to Sunset Bungalow, Meeting Green. Erection of bungalow.

6.2 Applications granted/refused/withdrawn by the Borough Council.

6.2.1 SE/12/1668/HH 30, Nunnery Green. Provision of oil tank. Granted

6.2.2 SE/13/0172/FUL Gaines Hall, Attleton Green. (i) Change of use of existing grain store to shot blasting and spray painting shop & (ii) erection of building for use as grain store.

Granted

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Chairman

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Date

7. Clerks Report

7.1 Circulated documents.

7.1.1 BDO Audit Briefing 2013. Cllrs agreed that the annual review of internal control and risk assessment be built into the agenda for the Annual Parish Council meeting. The relevant paperwork would be circulated before that date to allow Cllrs. to suggest changes to content.

7.1.2 Community Action Suffolk. This new organisation had been formed from the merger of 10 previously independent Suffolk organisations; Suffolk ACRE being one. Annual membership fees remained unchanged.

7.1.3 MSC Committee meeting minutes. The Clerk was instructed to request further information about some of the content.

7.2 Other matters

There were no other matters.

8. Finance.

8.1 The following payments were approved.

8.1.1	001819	Borough of St Edmundsbury. Dog bins	82.68
8.1.2	001820	SALC Annual subscription	383.00
8.1.3	001821	D.R.King & Son. Grounds maintenance	1546.80
8.1.4	001822	D.R.King & Son. Marking war memorial area	360.00
8.1.5	001823	R. Medley Salary for April	480.51
8.1.6	001824	R. Medley Mileage for attending meetings	55.60
8.1.7	DD	BT Internet services Rental charges	61.20
8.1.8	DD	BT Phone services Rental charges	23.70

8.2 Recent income (for information)

8.2.1	Suffolk Foundation (grant for playground)	2,000.00
8.2.2	Private donation (playground)	100.00
8.2.3	Suffolk County Council (grant for playground)	16,000.00
8.2.4	Sale of playground equipment	420.13
8.2.5	NatWest interest (July to March) No.1 account	24.14
	No.2 account	1.95

8.3 Other financial matters

8.3.1 Chapel Rates. The potential rate charge was £328.02 but this was entirely negated by the Small Business Rate Relief of £328.02. There would be nothing to pay for the 2013/2014 year.

8.3.2 Expenditure against forecast for the 12 months of 2012/13. Cllrs. approved the figures.

9. Highway matters

9.1 Meeting Green crossroads. Discussed in Open Session (see above).

9.2 Flooding at Attleton Green. Most investigative work had been carried out. Suffolk Highways was seeking funding in order to make the necessary improvements.

10. Estates Committee matters

10.1 Playground Developments

10.1.1 Appreciation was expressed to all members of the small team responsible for dismantling and removing the old equipment. The sale of the play items on Ebay had raised £520.13. Cllrs. approved the purchase of two new benches and Cllr. Sammons offered to investigate alternatives.

10.1.2 Opening Ceremony. This would be held on Saturday 25th May. The MSC and W.I. had offered to help with arrangements. At the Annual Parish meeting a name would be selected from all those who had given donations and that person would be offered the chance of performing the opening ceremony. The Clerk would arrange for the new playground equipment to be insured.

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Chairman

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10. Estates Committee matters (continued)

10.2 Village litter pick. This had taken place on Sunday 24th March. Suggestions were made for improvements for future litter picks including the compilation of a list of regular volunteers.

10.3 Quote for trimming the Viburnam at Genesis Green. Cllrs. accepted the quote of £60.00 from D.R.King & Son Ltd.

10.4 Cllr. Wilson had collected the metal guard for the Jubilee Oak and would place the guard and a plaque in position in the near future.

11. Annual Parish meeting

11.1 Invitees. Cllrs. agreed that a representative of the MSC be invited to outline the recent changes. Other village organisations would be offered the chance to give a brief report if present.

11.2 Nominations for the Alf Hicks Biscuit Barrel. Cllrs. suggested Thelma Farrow.

12. Reports from representatives of other village organisations.

12.1 URC. A new resident would be moving into No 2 Alms House in May.

13. Maintenance of the Memorial Church Clock.

Cllrs. agreed to proceed with the annual service on the Church Memorial clock at a cost of £175 plus vat.

14. Parish Plan – next moves

14.1 Emergency Plan. A summary of the action taken since receiving the results of the Parish Plan findings should be placed in the Scene.

14.2 First Responder. The Clerk was instructed to contact Mrs Ince, who is parish clerk for Clerk for several neighbouring villages, to ask about the possibility of co-operation.

15. Correspondence.

15.1 Previously circulated documents. There were no comments.

15.2 Documents which may need replies.

15.2.1 Parish Conference on Monday 10th June. There were no volunteers.

Date of next meetings –

Annual Parish meeting to be held on Thursday 16th May.

Annual Parish Council meeting to be held on 30th May.

The meeting closed at 9.18 pm.

I confirm that the above is a correct record of the meeting held on Thursday 25th April 2013.

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Chairman

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Date