

**10194 Minutes of the meeting of Wickhambrook Parish Council held on  
28<sup>th</sup> April 2011 at 7.30 p.m. in the MSC Pavilion.**

**Present**

Cllrs. J. Claydon (Chairman), V. Mayes, K. Merritt, K. Sammons, J. Walker and J. Wilson. Borough Cllr. Redhead.

Clerk R. Medley.

Three members of the public were present (Two left at 8.20 pm; Cllr. Redhead at 8.40pm)

**1. Apologies for absence.**

Apologies were received from County Cllr. Midwood and Cllr. Taylor.

**2. Minutes of Parish Council meeting on 31<sup>st</sup> March 2011**

The minutes were signed as a correct record.

**3. Matters Arising (for information)**

3.1 Item 3.3 of previous minutes. The Chairman reported no further progress on the repair of the village sign.

3.2 Item 7.1.3 of previous minutes. The Clerk reported that there was no further news about British Legion Poppy Parties.

3.3 Item 15.3 of previous minutes. The Chairman reported that there had been no further contact with Icen/Suffolk Housing on a possible site for Affordable Housing.

**4. Declarations of interest in agenda items**

Cllr. Sammons declared an interest in 8.1.3 and 8.1.4

**OPEN SESSION**

5. 5.1 Kelly's Meadow. An appeal had been lodged by the Goodeys against the refusal of planning permission by the Borough although the Parish Council had yet to receive a copy. The appeal is to be determined on the basis of exchange of written statements and a site visit by the Inspector. Any further submissions should be received by the Inspector before the deadline of the end of May.

This item would be included in the agenda of the Annual Parish Council meeting on 19<sup>th</sup> May

5.2 Cllr. Redhead gave further explanation on the background to the Planning Appeal.

Police Report. Sgt 566 Kevin Horton reported three crimes of theft or attempted break-in since the last meeting. Traffic speed checks had been carried out outside the school.

Following a suggestion from Sgt. Horton Cllrs. agreed to be one of four local villages to host an annual 'crime and other problems' evening for local councillors and members of the public.

**6. Planning Matters**

6.1 Planning applications considered by the Parish Council.

Nothing to report

6.2 Applications granted/refused/withdrawn by the Borough Council

Nothing to report

**7. Clerk's Report**

7.1 Circulated Documents

7.1.1 The 'claiming' of Badmondifield End. Because of the likely time and effort involved Cllrs. resolved not to pursue the possibility of claiming this area as an additional village green.

7.1.2 Spotted Flycatcher nest boxes. Cllrs. agreed that the Council would purchase two boxes and place them in the Cemetery and Churchyard.

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**Chairman**

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**Date**

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Items 7.1.3 Insurance Renewal – update of assets register and 7.1.4 BDO Audit briefing would be dealt with under items 12 and 16.2 of the agenda.

**7.2 Other matters**

7.2.1 Clerks Holiday. The Clerk gave notice of a holiday booked for 4<sup>th</sup> to 11<sup>th</sup> June. Cover would be needed.

**8. Finance.**

8.1 The following payments were approved.

8.1.1 001653 SALC Annual membership	438.00
8.1.2 001654 CPRE Annual membership	29.00
8.1.3 001655 Rainbird Partnership Printer cartridges	71.05
8.1.4 001656 Rainbird Partnership Chair mat for Clerk	37.07
8.1.5 001657 R. Medley Salary for April	436.90
8.1.7 DD TalkTalk Broadband payment for April	32.67

8.2 Recent income (for information)

8.2.1 Borough of St Edmundsbury Precept	30,811.00
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8.3 Other financial matters

8.3.1 Annual increment for Clerk. Cllrs. approved the increased hourly rate of £10.841 from 1<sup>st</sup> April 2011.

8.3.2 Expenditure against Forecast. Cllr. Sammons gave a financial summary of the year. Income had been slightly lower than expected and expenditure on the Parish Plan had not been included in the budget but there had been less spent under other headings such as maintenance of the war memorial, ditch cleaning, and tree surgery. There was likely to be a surplus of about £2,500.

**9. Changes to Parish Boundary.** There had been no progress since the last meeting.

**10. 'Wos Up' Youth Project.**

The original cost for increasing the visits of the Youth Working Team from six weeks to twelve was in the region of £1000. Because of support for the project in local villages this sum had decreased to £505. Cllrs. resolved that this sum be paid and requested that the season start in early July.

**11. Highways Matters.**

11.1 Parking at Nunnery Green/Boyden Close. As some information was still on circulation Cllrs. delayed making a final decision. The Clerk was instructed to investigate the possibility of creating additional parking outside the Surgery by converting the grassed area which is currently the site of the bench. Cllrs. suggested that Surgery staff not on emergency call consider parking in the MSC car park or in the parking area opposite the 'Greyhound'.

11.2 Footpath between Browns Close and MSC Hall. A letter had been received complaining about overgrowing hedges, poor lighting and uneven surface. Cllrs. were of the opinion that all complaints were justified and instructed the Clerk to raise the matter with the SCC Highways department.

11.3 Speeding outside the School. The Police had carried out speed checks on more than one occasion and had issued speeding cautions to several drivers.

11.4 Complaint about a motor bike using the cut through from Bunters Road to Nunnery Close and driving on the pavement. Ray Coe had offered to investigate this matter.

11.5 Complaint about parking on grassed areas in Nunnery Green. This matter was not discussed.

**12. Consideration of Valuation of Assets.**

The Parish Council has a duty to carry out an annual check on all assets. This should include any items added or removed from the list over the previous twelve months and an independent valuation. Cllr. Sammons and the Clerk would ensure that the necessary action was taken.

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**Chairman**

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**13. Section 106 Consultation.**

The Clerk was instructed to respond to this before the deadline of 3.5.11.

**14. Reports from representatives of other village organisations**

14.1 United Charities. The thatched ridge was almost complete. The leaning fence is likely to be replaced when the french drain is installed.

14.2 Parish Plan. The funding from Awards for All had been approved. The questionnaires were being designed. There would be Household, Individual, Business and Youth versions. The next step is to trial the questionnaires – hopefully in mid May. Help is needed, particularly with secretarial support.

**15. Estates Committee matters**

15.1 Installation of dog bins. A bin had been installed at Coltsfoot Green but not, so far, at Attleton Green. The Clerk would investigate.

15.2 Resurfacing the tennis courts. Because of the contractor’s bookings work was unlikely to start until the Autumn

15.3 Fund raising for the playground. Cllr. Sammons reported that Miracle had provided a list of possible funders and details of a consulting group that advises on the completion of application forms. There would be a display at the May Farmer’s Market.

**16. Correspondence**

16.1 Closure of Newmarket Household Waste Recycling Centre. A postponement of the closure date from 9<sup>th</sup> May to 31<sup>st</sup> July had been confirmed.

16.2 BDO Audit Return. Wickhambrook had not been selected for detailed audit. The return has to be submitted by 15<sup>th</sup> July.

Cllrs. resolved to appoint Heather Heelis of Heelis & Lodge as internal auditor.

16.3 SALC training. There was no interest in the latest training opportunities, those being the Power of Wellbeing and Grants and Funding Opportunities.

**Date of next meeting.**

**The Annual Parish Council meeting will be held on Thursday 19<sup>th</sup> May 2011 in the MSC Pavilion at 7.30 pm.**

The Chairman thanked Cllr. Mayes for her positive involvement as councillor over the previous three years and closed the meeting at 9.50 p.m.

I confirm that the above is a correct record of the meeting held on Thursday 28<sup>th</sup> April 2011.

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**Chairman**

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**Date**