

**10274 Minutes of the Meeting of Wickhambrook Parish Council held on
29th August 2013 at 7.30 p.m. in the Pavilion of MSC Hall**

Present

Cllrs. K. Sammons (Chairman), S. Bradbury, J. Girling, K. Merritt, J Walker.

County Cllr. M. Evans (attended the whole meeting)

Clerk R. Medley.

There were six members of the public present (two left at 8.10pm, two at 8.25 and two stayed until the end of the meeting)

1. Apologies for absence.

Apologies were received from Borough Cllr. D. Redhead. Cllrs. J. Claydon, E. Taylor and J. Wilson did not attend.

2. Minutes of the Parish Council meeting of 25th July 2013

The minutes were signed as a correct record.

3. Matters Arising (for information)

3.1 Item 3.1 of previous meeting – Letters of thanks to those donating to the playground. In the absence of Cllr. Taylor this item was again postponed.

4. Declarations of interest in agenda items

Cllr. Walker declared an interest in item 6.1.2.

OPEN SESSION 7.35pm

Police representatives Sophie Mitchell and Claire Fuller presented their crime report. There had been no reported crimes in the last month so general warnings were given about distraction burglaries and the theft of heating oil. The family that had recently set up camp on the recreation ground were reminded that this was private land and were moved on.

Mr and Mrs Midwood were worried about the continuing expansion of the Gaines Hall site. They were particularly concerned about what they saw as a regular process of obtaining retrospective planning permission and the flouting of the planning conditions. They requested that the engineering side of the company be moved to a more appropriate location and suggested that the Local Service Centre rating of Wickhambrook could be used to restrict the expansion of an industrial site.

County Cllr. M. Evans reported that there was no further news from the Borough ref: Kelly's Meadow. There were indications that the County Council was accepting that it did not own the land over which the sight lines would run for the proposed new entrance/exit on to A143. A letter had been drafted and was about to be sent to the owners of the hedges bordering Meeting Green crossroads. A surgery was planned for 1st November when Mary and possibly Matthew Hancock would listen to parishioners' concerns.

Mr Lee Frere of JAP architects gave further information about the proposed development at Half Moon cottage at Giffords Lane. He explained that in early 2011 planning permission had been granted for a dwelling (SE/10/1413) which would be significantly larger than the current proposal (SE/13/0753/FUL). He suggested that the current proposal was an improvement on the original and asked if the Parish Council wished to reconsider the recommendation.

CLOSURE OF OPEN SESSION at 8.25pm

6. Planning

6.1 The following applications had been considered by Councillors.

6.1.1 SE/13/0753/FUL Half Moon Cottage, Giffords Lane. Replacement dwelling and cartlodge.

6.1.2 SE/13/0867/HH Crows Cottage, Malting End. Two storey rear extension.

6.1.3 SE/13/0502/HHLB Westlea Cottage, Attleton Green. Rear extension, etc.

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6. Planning (continued)

6.2 Applications granted/refused/withdrawn by the Borough Council
No applications

6.3 Any other Planning matters

6.3.1 SE/13/0753/FUL Half Moon Cottage, Giffords Lane. Replacement dwelling and cart lodge.
After consideration of the architect's comments (see Open Session above) Cllrs. resolved to support this application.

7. Clerk's Report

7.1 There were no circulated documents requiring consideration.

7.2 Other matters

7.2.1 The printer could no longer be used for colour printing. Cllrs approved the purchase of a replacement and suggested that the cheapest version may not be the best longer term purchase.

7.2.2 Recognition of Golden Weddings, etc. A request had been put to the Carnival Committee to see if they would be willing to use some of the surplus Carnival money for this purpose.

8. Finance.

8.1 The following payments were approved.

8.1.1 001847 Miracle Design. Supply and fitting of two benches 1,424.84*

8.1.2 001848 St John Ambulance. First Aid cover for Carnival 219.96

8.1.3 001849 Anglian Water. Bowls Club use. 19.63

8.1.4 001850 R. Medley. Salary for August 480.51

8.1.5 001851 R. Medley. 'Home as Office' allowance 45.00

8.1.6 DD BT Phone Rental in July 24.98

8.2 The following income was noted.

8.2.1 UK Power Networks. Wayleave payment 42.69

8.2.2 Vat. Reclaim for period Feb. to July 6,983.41

A recycling payment had been received (£383.86) but this was considerably less than expected and had been queried. A response was awaited.

8.3 Other financial matters

8.3.1 National Recommended pay-rate increase. Cllrs. resolved that the clerk be awarded the 1% increase with effect from 1st April 2013.

*The Clerk was instructed to withhold the Miracle Design payment until the work had been completed.

9. Response to Vision 2031 Consultation Documents.

The response emphasized that the submission was sound and legally compliant with the exception of differing figures for the total number of dwellings – 40 homes on 0.75 hectares as stated in Draft Infrastructure Delivery Plan and 22 homes (and Doctor's Surgery) on 1.8 hectares in Policy RV 25. The latter version had been subsequently confirmed as correct by the Planning Department. An enhanced Surgery (plus parking) and the current need for affordable housing had been emphasized.

10. Highway Matters

10.1 Meeting Green junction. Previously discussed in the Open Session.

10.2 Flooding at Attleton Green. Previously discussed in the Open Session.

10.3 Parking outside the School. The letter about inconsiderate parking would be circulated to all parents at the start of the new term. The Clerk would email a copy to Cllr. Bradbury to post on Facebook.

10.4 Footpath Network. A response from Glyn French of Suffolk County Council Rights of Way department had been received and would be considered at the next meeting.

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11. Estates Matters

- 11.1 Bury Road playground update. Havebury Housing Association had sent a draft transfer document to the Parish Council solicitor and the contents were being considered.
- 11.2 Main playground update. The installation of two new benches (plus the beetle climbing frame on the Bury Road playground) has been re-scheduled for week beginning 2nd September.
 - 11.2.1 Suggested designs for a 'safe use of equipment' notice were awaited from Miracle. The Clerk had made provisional enquiries about the price of a brass plaque listing all those who had contributed to the refurbishment and had been given an estimate of £60.
 - 11.2.2 Other matters. Cllr. Sammon's work commitments clashed with Tuesday evenings. Cllrs. agreed that in future Estates Committee meetings would be held on Thursday evenings.

12. Audit

- 12.1 A recent communication from BDO included 'We are writing to inform you of our intention to qualify the audit of Wickhambrook Parish Council. The reason for this ... is...Risk Assessment – not minuted. If you believe that you have complied with the relevant legislation, please reply as soon as possible'. An explanation was sent on 10th August. No response has been received to date.

13. Vacancy at 72, Nunnery Green.

Cllrs. agreed that the backgrounds of both potential tenants were close enough to the selection criteria that either would be acceptable. Suffolk Housing would be asked to make the final choice.

14. There were no reports from representatives from other village organisations

15. Parish Plan next moves.

- 15.1 First Responder Scheme. Jon Needle, Community Partnerships Manager (Suffolk), had offered the dates of 15th and 17th October for a further meeting. This information had been passed on to the Clerks responsible for the neighbouring villages of Stradishall, Ousden, Depden and Chedburgh.

16. Affordable Housing.

Kevin Marshall of Suffolk Housing would give a presentation on Wednesday 18th September. Cllrs. agreed that this should be an open meeting and coffee and biscuits would be provided.

17. Format of future meetings.

Following guidance from SALC the format of future meetings was discussed. Cllrs. agreed that the first item be 'Welcome to Public' followed immediately by 'Open Session' and that presentations by the Police, and County and Borough Councillors be itemised on the main agenda.

18. Correspondence

- 18.1 Recently circulated documents. There were no comments.
- 18.2 Correspondence requiring a response.
 - 18.2.1 Over 60s Christmas Meal. Jack Couzens wished to arrange entertainment from 1.00pm to 8.00pm as opposed to finishing at 5.00pm last year. He asked if an increase in the suggested contribution of £200 could be considered. Cllrs. agreed a total of £250.
 - 18.2.2 The Chairman had received a letter of resignation from Cllr. E. Taylor. A letter of thanks for her valuable contribution over the last five years would be sent.

Date of next meeting. Thursday 26th September 2013 in the MSC Pavilion at 7.30 pm.

Meeting closed at 9.22 p.m.

I confirm that the above is a correct record of the meeting held on Thursday 29th August 2013.

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Chairman

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Date