

**Minutes of the meeting of Wickhambrook Parish Council held on
23rd February 2012 at 7.30 p.m. in the MSC Pavilion.**

Present

Cllrs. K. Sammons (Chairman), S. Bradbury, J. Claydon, J. Girling, K. Merritt, E. Taylor, and J. Wilson.
County Cllr. Jane Midwood.

Clerk R. Medley.

Six members of the public.

(County Cllr. Midwood left at 8.30pm)

1. Apologies for absence.

Apologies were received from Cllr. Walker and Borough Cllr. D. Redhead.

2. Minutes of Parish Council meeting on 19th January 2012

The minutes were signed as a correct record.

3. Matters Arising (for information)

3.1 Item 8.1 of previous meeting. Messages of thanks had been received from recipients of donations.

3.2 Item 14.2 of previous meeting. The Clerk thanked those Cllrs. who had contributed to the query about a possible increase in the parish council portion of the precept.

4. Declarations of interest in agenda items

Cllr. Sammons declared an interest in item 8.1.3.

OPEN SESSION

5. 5.1 Report from County Cllr. J. Midwood. Cllr. Midwood reported that there would be a nil increase in the county council portion of council tax for 2012/13. Locality funding could be used to fund some aspects of the Diamond Jubilee celebrations including the provision of bone china mugs for the children of villages (£4 each including vat). The next Police Tasking meeting would be held at Chevington on Weds. 14th March between 7 and 9 pm.

5.2 Representatives from Browns Close area requested a grit bin be placed on council land outside No. 2 and 3 bungalows. County Cllr. Midwood agreed to provide the funds from Locality Funding. The Clerk was instructed to arrange the purchase.

SESSION CLOSED AT 8.10 pm**6. Planning**

6.1 Planning applications considered by the Parish Council.

6.1.1 SE/11/1524 Easterwood Bungalow, Baxters Green

SE/11/1540 Chestnut House, Attleton Green

SE/11/1553 Rolfes Farm, Wickhambrook

6.2 Applications granted/refused/withdrawn by the Borough Council

6.2.1 None received

6.3 Application to be considered. Particulars of a possible application for a new build in the garden of Columbine Cottage had been received. These would be placed on circulation.

7. Clerk's Report

7.1 Circulated documents

7.1.1 Review of Audit. Details of the annual review of risk assessment and the effectiveness of internal audit had been circulated. Cllrs. agreed that the current procedure was satisfactory.

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Chairman

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Date

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8. Finance.

8.1	The following payments were approved.	
8.1.1	001721 E-On Electricity use in Chapel Oct. to Jan	7.15
8.1.2	001722 Workwise (Suffolk) Ltd. Notice for games area	177.60
8.1.3	001723 The Rainbird Partnership Printer cartridges	70.72
8.1.4	001724 R. Medley Salary for February	450.93
8.1.5	001725 R. Medley 'Home as Office' allowance	45.00
8.1.6	DD TalkTalk Broadband payment for January	28.01
8.2	Recent income (for information)	
8.2.1	HMRC Reclaim of VAT for 2011	5,193.65
8.2.2	Purchase of cremated remains plot	35.00
8.2.3	Donation from Players for use of Chapel	135.10
8.3	Other financial matters	
8.3.1	Insurance renewal quote	2,568.83
	Cllrs. noted that there had been a 10% increase in premium compared with 2011/12 (£2339.07) and instructed the Clerk to investigate.	

9. Estates Committee Matters

- 9.1 Play area at Bury Road. The broken fence had been repaired but there was no further news on the handover.
- 9.2 Mowing of playing fields. Cllrs. resolved to accept the quote of £1302.08 plus vat from Eastern Facilities Management Solutions.
- 9.3 Inspection of Parish Council trees. Two quotes had been received. There had been a delay in arranging the third visit but it was booked for the following Saturday. Unless the outstanding quote was particularly competitive Cllrs. agreed that Acacia Trees be appointed. The Clerk was instructed to write to the Memorial Social Centre Trustees, the Parochial Church Council and the Women's Institute to ensure that they understood that they were responsible for paying for their portion of the inspection charges and for any remedial work.
- 9.4 Queens Jubilee Celebrations. Giffords Hall had been offered as a venue for a Jubilee event on Monday 4th June. Cllr. Sammons would accept the offer and hoped that other village organisations would be willing to take part. Music, fancy dress and a hog roast were among the suggestions. A site for the Jubilee oak tree had yet to be decided but the most favoured option was the 'six acres'.
- 9.5 'Wos Up' Youth initiative. Cllrs. supported a repeat of the scheme in 2012 but insisted that more publicity be organised.

10. Affordable Housing Cllrs. felt that a personal approach to local landowners was needed. This would be an agenda item for the March meeting.

11. Annual Parish Meeting to be held on 15th March. Cllrs. agreed that Jim Field should be the nomination for the Alf Hicks Biscuit Barrel and that Cllr. Claydon would do the presentation. Some agenda items would be amalgamated.

12. Making the Parish Council more accessible. Cllrs. approved Cllr. Bradbury's offer to produce a facebook mock-up for consideration at the April meeting.

13. Parish Plan progress. The final meeting with Annette Gray would take place on 24th February when it was hoped she would provide a template for analysis of data. Completion should be by the end of June.

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Chairman

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14. Improving the circulation of information. The Clerk was instructed to differentiate by heading those items circulated for information and those where a response was needed.

15. Response to LDF Preferred Options document. The Clerk offered to summarise Cllrs. comments upon receipt of the circulated document.

16. Reports from other village organisations.

United Charities Cllr. Wilson said that a repair to the fallen fence was being planned.

17. Correspondence (previously circulated)

17.1 Various titles. There were no comments.

17.2 Documents needing responses.

17.2.1 Flood Risk Management 28th February. No interest.

17.2.2 Neighbourhood Planning Training 12th March. No interest.

17.2.3 Rural Vision 2031 launch 1st March. No interest.

17.2.4 Development Control Training Mod. 2. 19th March. Possible interest.

Date of next meeting – Thursday 29th March 2012 in MSC Pavilion. Cllr. Bradbury offered his apologies.

The meeting closed at 9.37 pm.

I confirm that the above is a correct record of the meeting held on Thursday 23rd February 2012.

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Chairman

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Date