

**10286 Minutes of the Meeting of Wickhambrook Parish Council held on 23<sup>rd</sup> January 2014 at 7.30 p.m. in the Pavilion of MSC Hall**

**Present**

Cllrs. K. Sammons (Chairman), S. Bradbury (arrived at 8.00pm), J. Claydon, J. Girling, K. Merritt, J. Walker and J Wilson.

County Cllr. M. Evans (from 8.35pm) and Borough Cllr. D. Redhead (7.35 to 7.50pm)

Clerk R. Medley.

Two members of the public attended the Open Session.

**1. Apologies for absence.**

There were no apologies.

**2. Minutes of the Parish Council meeting of 28<sup>th</sup> November 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. The letters had been printed and were now awaiting distribution.

3.2 Item 10.5 of previous meeting – Footpath network in the Parish. For budgeting reasons the responsibility must remain with Suffolk County Council but the Rights of Way Section would welcome help from volunteers.

3.3 Item 11.2 of previous meeting – Parish Council of the Year certificate. The framed original is on display in the foyer of the Memorial Social Centre.

3.4 Item 18.2.1 of previous meeting – ‘Someone who gives extra to the Community’. The agreed nominations were not forwarded because the competition had already closed.

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

There were no declarations of interest.

**5. OPEN SESSION 7.40pm**

**Police Report.** PCSOs Sophie Mitchell and Claire Fuller commented on the recent theft of equipment from a motor vehicle at Wickham Street. Several outbuilding burglaries had taken place in the area but not in the Parish. The Police will be increasing the number of after dark road checks.

**County Cllr. M. Evans** (spoke at 9.20pm at the end of the formal meeting) commented on several topics. The condition of the hedges at Meeting Green was now regarded as being acceptable. Speed indicator signs can be borrowed from the County Council for temporary use. They also in future can be bought by communities for about £3,000 and villages might wish to club together to share two signs. The county council will be issuing advice and guidance on where to site use signs effectively and safely. She would be attending meetings in the near future to discuss potholes and the ownership of part of the Bury Road playground. As there had been no significant flooding at Attleton Green recently she would request that the area be tidied to avoid the chamber that was dug last year from collapsing and filling with soil. A planning application was expected from the owners of Kelly’s Meadow to seek approval for current occupancy. Cllr. Evans had provided £1865 from her locality grant for the new Community First Responders group to buy one set of equipment.

**Borough Cllr. D. Redhead** outlined changes in the procedure for considering planning applications. Suggestions for streamlining the process included the referral of major applications only to the development committee as standard. Some non-major applications may also be referred but only at the suggestion of the delegation panel. Other applications would be delegated decisions and there was a view that this would give too much power to the Planning Officers.

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**Chairman**

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**Date**

**Peter Vince and Rachel Sheppard** outlined the impressive progress made with the Community First Responders Scheme. The first six volunteers were about to complete their training and it was hoped that the scheme could go live in early March. Much of the money needed for the purchase of two sets of equipment had been obtained and a further application for capital costs was about to be sent to the Borough of St Edmundsbury. Suggestions for the formal launch in March would be welcome.

**CLOSURE OF OPEN SESSION at 8.07pm**

**6. Planning**

- 6.1 The following applications had been considered by Councillors.
- 6.1.1 DC/13/0566/HH Badmondifield End Cottage, Ousden. Rear and side extensions.
  - 6.1.2 DC/13/0757/FUL The Ostlers Cottage, Malting End. Replacement dwelling.
  - 6.1.3 DC/13/0911/TCA The Old Vicarage, Church Road. Felling of two trees.
- 6.2 Applications granted/refused/withdrawn by the District Council.
- 6.2.1 DC/13/0566/HH Badmondifield End Cottage (See above) Approved

**7. Clerk's Report.**

No report was presented.

**8. Finance.**

- 8.1 The following payments were approved.
- |        |        |  |          |
|--------|--------|--|----------|
| 8.1.1  | 001875 | K. Couzens. Over 60s Christmas Lunch         | 250.00   |
| 8.1.2  | 001876 | E-On. Electricity use in Chapel              | 12.43    |
| 8.1.3  | 001877 | Borough of St Edmundsbury. Emptying dog bins | 82.68    |
| 8.1.4  | 001878 | EFMS Mowing playing fields                   | 1,609.34 |
| 8.1.5  | 001879 | Heelis & Lodge. Internal Audit               | 155.00   |
| 8.1.6  | 001880 | John Crysell Repair of notice board          | 93.20    |
| 8.1.7  | 001881 | MSC Hire of Pavilion (July to Dec.)          | 126.00   |
| 8.1.8  | 001882 | Newstalk Donation                            | 50.00    |
| 8.1.9  | 001883 | SARS Donation                                | 50.00    |
| 8.1.10 | 01884  | Suffolk Family Carers Donation               | 50.00    |
| 8.1.11 | 01885  | EACH Donation                                | 35.00    |
| 8.1.12 | 01886  | Marie Curie Donation                         | 35.00    |
| 8.1.13 | 01887  | Village Recorder Donation                    | 30.00    |
| 8.1.14 | 01888  | MSC Recycling Payment                        | 1,642.56 |
| 8.1.15 | 01889  | R. Medley. Salary for January                | 485.38   |
| 8.1.16 | 01890  | R. Medley. Purchase of printer cartridge     | 21.99    |
| 8.1.17 | DD     | BT Phone rental in November                  | 25.52    |
| 8.1.18 | DD     | BT Internet charges for Dec. to Feb.         | 67.20    |
| 8.1.19 | DD     | BT Phone rental in December                  | 25.81    |
- 8.2 The following income was noted.
- |       |  |               |          |
|-------|--|---------------|----------|
| 8.2.1 | NatWest. Interest on bank accounts to Dec.     | No. 1 account | 5.88     |
|       |  | No. 2 account | 1.12     |
| 8.2.2 | Borough of St Edmundsbury. Recycling payment   |               | 1,642.56 |
| 8.2.3 | The Players. Donation towards upkeep of Chapel |               | 136.39   |
| 8.2.4 | Bowls Club. Ground rent.                       |               | 10.00    |

**9. Budget**

A draft budget was circulated and Cllrs. discussed the suggested figures. Small increases were proposed and agreed for Salary/Office costs, Grounds Maintenance and Insurance. Confirmation had been received that there would be no charge in the 2014/15 year for rates on the Chapel. The resulting precept total was £31,236 and this was formally approved.

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**Chairman**

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**Date**

10288

**10. Highway Matters**

- 10.1 Meeting Green junction. See comments in Open Session.
- 10.2 Flooding at Attleton Green. See comments in Open Session.
- 10.3 Parking outside the Surgery. The Clerk was instructed to request that the white line in front of the complainant's drive be replaced.
- 10.4 Footpath from MSC to Browns Close. The St Edmundsbury Officer responsible had visited and had agreed that additional lighting would be beneficial. A representative from UK Power Networks would be on site shortly and would provide costs for the possible solutions. Low height lighting was unlikely to be suggested because it is vulnerable to vandalism.

**11. Estates Matters**

- 11.1 Jubilee Tree. Cllr. Wilson agreed to make arrangements for the guard and plaque to be installed.
- 11.2 Signs for Playground. This subject would be postponed until the Estates Committee meeting.
- 11.3 Grass Cutting for 2014 season. Cllrs. approved the quote from Eastern Facilities Management Solutions of £1657.54 for 16 cuts of the recreation ground and Six Acres.
- 11.4 Transfer of Bury Road playground. See Open Session above.
- 11.5 Further tree surgery. Cllrs. agreed that the remedial work with a deadline of mid April 2014 be carried out.
- 11.6 Insurance quotes. The Clerk was instructed to seek quotes for both the replacement of the new playground equipment and the replacement and installation of the new equipment.

**12. Donation to Community First Responders.**

Cllrs. agreed that a donation of £500 be made.

**13. Possible changes to Standing Orders.**

Cllr. Sammons would suggest a list of recommended changes at the next meeting.

**14. Scene update.**

Cllr. Bradbury was waiting for the MSC representatives to arrange a meeting to discuss this topic.

**15. Reports from representatives from other village organisations**

There were no reports.

**16. Affordable Housing**

Cllr. Wilson offered to investigate further details of Community Land Trusts including drawing on experience from Stradishall.

16.1 Rural profiling Pilot Project Survey. Cllrs. suggested that Rev. Brin Singleton may be willing to complete the questionnaire.

**17. Correspondence**

17.1 There were no comments on documents previously circulated.

17.2 Correspondence requiring a response.

17.2.1 Any educational trust funds in the parish? Cllrs. suggested that the school be contacted.

**Date of next meeting.** Thursday 27<sup>th</sup> February 2014 in the MSC Pavilion at 7.30 pm.

**Meeting closed at 9.35 p.m.**

I confirm that the above is a correct record of the meeting held on Thursday 23<sup>rd</sup> January 2014.

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**Chairman**

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**Date**