

**10167 Minutes of the meeting of Wickhambrook Parish Council held on
29th July 2010 at 7.30 p.m. in the MSC Bar Room**

Present

Cllrs. K. Sammons (Chairman), K. Merritt, E. Taylor, J. Walker and J. Wilson. County Cllr. Midwood, Borough Cllr. and PCSO 3140 Alex Foster.

Clerk R. Medley.

Two members of the public (The Parish Cllrs., the Clerk and one member of the public remained after the closure of the open session)

1. Apologies for absence.

Apologies had been accepted from Cllrs. Claydon and Mayes

2. Minutes of Parish Council meeting on 24th June 2010

These were accepted as a correct record and signed by the chairman.

3. Matters Arising (for information)

3.1 Copy correspondence was tabled for items 10 and 11 of the previous meeting (latest LDF consultative documents)

3.2 The response to the Local Flooding Survey was tabled.

4. Declarations of interest in agenda items

Cllr. Walker declared an interest in 7.2.1 and Cllr. Wilson in 7.1.3.

OPEN SESSION

5. Kelly's Meadow.

Ian Parker said that the Borough intends to put in a planning application before the end of the summer. Borough Councillors had carried out their own traffic survey. Matthew Hancock had confirmed that money for establishing the site was still available. The Borough was unwilling to discuss the latest developments with the Steering Group and Cllrs. suggested that the Freedom of Information Act could be used.

6 Report from County Cllr. Midwood.

Cllr. Midwood requested feedback from anyone who had recent experience of using the services of West Suffolk Hospital.

Clare was going ahead with the proposal to create an Upper School for 11 to 16 year olds. It was hoped that the existing middle school would close in July 2011 and that the new school be functioning from September.

Policing forums (meet the Police sessions) will be held quarterly. The next one will be in the Erskine Centre at Chedburgh on September 9th between 7 and 9pm.

Re-arrangement of the committee structure was taking place at the County Council.

Comments by Police representative PCSO 3140 Alex Foster

There had been only one offence in Wickhambrook over the last month (theft from outbuildings) but there had been several others in neighbouring villages. There is a need to be continually vigilant and report any suspicious occurrences on 01284 774100. Police were particularly interested in a white/blue transit type van and a Subaru type 4 x 4 with a driver of swarthy complexion.

CLOSURE OF OPEN SESSION

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Chairman

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Date

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7. Planning

7.1 The following applications had been considered by Councillors

7.1.1 SE/10/0706 Maythorpe, Malting End – first floor extension

7.1.2 SE/10/0713 Black Horse Farm, Ashfield Green – replacement building

7.1.3 SE/10/0766 Gaines Hall, Attleton Green - agricultural store

7.1.4 TCA/10/1941 Glebe House, Church Road – tree felling/coppicing

Further consideration of SE/10/0410 – Development at Chapel Cottage, Meeting Green. Cllrs. instructed the Clerk to enquire about rural v urban density rates and to ask the Borough Conservation Officer to justify his comments.

7.2 Applications granted/refused/withdrawn by the Borough Council

7.2.1 SE/10/0666 Crows Farmhouse, Malting End Two storey side extension Granted

7.2.2 AB/P/406/504 Tree Preservation Order, Cemetery Road Confirmation

7.2.3 SE/10/0706 Maythorpe, Malting End – first floor extension Granted

7.2.4 SE/10/0640/1 Beechwood House, Meeting Green – single storey side and rear extensions
Granted

8. Clerk's Report

8.1 Circulated Documents

8.1.1 Section 17 of Crime & Disorder Act. Cllrs. resolved to pass this document to the Parish Plan Steering Committee.

8.1.2 Alterations to waste collection and disposal. At Cllrs. suggestion the details of these changes had been placed on the website.

8.2 Other matters

There were no other matters.

9. Finance.

9.1 The following payments were approved.

9.1.1 001582 Heelis & Lodge Internal Audit 125.00

9.1.2 001583 D.R.King & Son Ltd. Grounds Maintenance 2,350.00

9.1.3 001584 Parish Plan Steering Committee 394.00

9.1.4 001585 Workwise (Suffolk) Ltd. Sign for Playground 32.00

9.1.5 001586 R. Medley Petty Cash 50.00

9.1.6 001587 R. Medley Salary for July 2010 424.10

9.1.7 DD TalkTalk Broadband 25.85

9.2 The following income was noted.

9.2.1 Payment for headstone 50.00

9.3 Internal Audit report (copies were distributed)

Recommendation 1. Amendments to Standing Orders and Financial Regulations agreed by the Council be copied into the documents and a recorded as appendices.

Recommendation 2. The Council should ensure that the asset register is verified on a regular basis (probably annually) and confirm that insurance cover is adequate.

Recommendation 3. The Council should ensure that the review of effectiveness of internal control and internal audit is undertaken each year and minuted accordingly.

Cllrs. accepted these recommendations and instructed the Clerk to make the necessary changes.

Cllrs. resolved that a separate file of approved Budget to Actual comparisons be compiled.

The value of all Parish Council assets will be considered at the next meeting of the Estates Committee.

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Chairman

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Date

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10. Wickhambrook Show on Saturday 3rd July.

Cllr. Sammons felt that the Parish Council stand was a success but improvements should be considered for future years.

An agenda item for the next meeting would cover publicity and making the Parish Council more accessible.

11. Parish Plan.

Daryl Griffiths gave an update. Governance issues are now almost complete. Meetings will become more regular. Consideration was being given to the contents of the questionnaire and the 'hard to reach' sections of the population.

12. Correspondence

12.1 The temporary overnight road closure of the A134 at Alpheton on 22nd to 26th August may result in increased traffic travelling on the A143 between Haverhill and Bury St Edmunds.

13. Easement at Bridge House.

Cllr. Sammons explained that she, Cllr. Walker and the Clerk had met and considered the advice from NALC and the pertinent legal topic notes. They felt that no more progress could be made without employing the services of a solicitor and possibly a surveyor. The costs of these services would have to be met by the applicant. The Clerk was instructed to draft a letter to the applicant. This would be approved by Cllrs. and NALC before sending.

Date of next meeting.

Thursday 26th August 2010 in the MSC Pavilion at 7.30 pm.

Meeting closed at 9.15 p.m.

I confirm that the above is a correct record of the meeting held on Thursday 29th July 2010.

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Chairman

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Date