

**10200 Minutes of the meeting of Wickhambrook Parish Council held on
30th June 2011 at 7.30 p.m. in the MSC Pavilion.**

Present

Cllrs. K. Sammons (Chairman), K. Merritt and J. Wilson. Borough Cllr. D. Redhead.
Clerk R. Medley.

Three members of the public were present (Two left at 8.30 pm along with Cllr. Redhead)

1. Apologies for absence.

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

2. Minutes of Annual Parish Council meeting on 19th May 2011

The minutes were signed as a correct record.

3. Matters Arising (for information)

3.1 Item 7.1 of previous minutes – the Village sign. The village sign had been repaired at a cost of £350. A claim would be made from Allianz Insurance.

3.2 Item 7.3 of previous minutes – Affordable Housing. There was no further news.

4. Declarations of interest in agenda items

Cllr. Wilson declared an interest in 9.1.2 and Cllr. Sammons in 9.1.3.

OPEN SESSION

5. 5.1 Kelly's Meadow. The Planning Inspector had turned down a request for an open hearing saying that most parties were happy with the proposed written consideration. A decision was anticipated in the Autumn.

5.2 Cllr. Redhead said that all newly appointed Borough Cllrs. were undergoing training so normal business was temporarily on hold.

Police Report. Several complaints had been received about vandalism in the area of the recreation ground and regular evening visits were being made.

County Cllr's Report. The written report from Cllr. J. Midwood had raised several topics. Among these were the possibility of expanding the staff parking area at the School (the Clerk was instructed to check the ownership of the strip of land beside the kitchens), the unreliability of the local bus service (the Clerk was instructed to summarise the complaints to date and ask Network Planners for an explanation), parking at the Surgery (there was to be a site meeting on Thursday 7th July which the Clerk would attend) and improvements to the footpath that runs between Browns Close and the MSC Hall.

John Norton offered to purchase and install a seat in the Cemetery.

SESSION CLOSED AT 8.15pm

6. Appointment of co-opted Councillors and consideration of further action.

A letter had been received from John Pettingale saying that, having checked his diary, he had found that he had prior bookings for the next three meetings of the Parish Council. Because of this he would be unable to give full commitment to the position and felt he should withdraw his offer. This was reluctantly accepted by Cllrs.

Julia Walker was happy to stand as Cllr. and member of the Estates Committee and was appointed.

Marion Cowan was happy to continue as member of the Estates Committee and John Norton was appointed as a newly co-opted member of the Estates Committee.

This left vacancies for two members on the Parish Council and two on the Estates Committee. A request for new members would be circulated with the July edition of the 'What's On'.

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Chairman

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Date

10201

7. Planning Matters

- 7.1 Planning applications considered by the Parish Council.
 - 7.1.1 SE/11/0468 Clopton Villa, Giffords Lane. Extension to side elevation
 - 7.1.2 SE/11/0509 Rolfes Farm, Wickhambrook. Certificate of Lawfulness
 - 7.1.3 SE/11/0558 Nr. Willis Farm, Wickhambrook. Construction of new vehicular access to agricultural land.
 - 7.1.4 SE/11/0612 Exchange House, Wash Lane. Conversion of office to dwelling.
- 7.2 Applications granted/refused/withdrawn by the Borough Council
 - 7.2.1 SE/11/0509 Rolfes Farm (above) Certificate of Lawfulness Granted
 - 7.2.2 SE/11/0612 Exchange House (above) Contrary to Local Plan so being reconsidered
- 7.3 Other Planning matters
 - 7.3.1 SE/10/1401 Kelly's Meadow. Parish Council response to recent planning appeal (previously circulated)

8. Clerk's Report

- 8.1 Circulated Documents
 - 8.1.1 Changes to Suffolk County Council street lighting. The poster would be displayed on the notice board.
 - 8.1.2 Parking in the area of the Surgery. A letter had been sent to the Practice suggesting possible parking changes and a response was awaited.
 - 8.1.3 LDF Supplementary Planning Guidance Consultation. The response from Cllrs. had been circulated.
- 8.2 Other matters
 - 8.2.1 Clerks Holiday. The Clerk thanked Cllr. Taylor for providing the necessary cover.

9. Finance.

- 9.1 The following payments were approved.

9.1.1 001662 E-On Electricity use in Chapel March to May	8.10
9.1.2 001663 Mdsign Website and Internet March to May	169.50
9.1.3 001664 Rainbird Partnership Printer cartridges	67.64
9.1.4 001665 Vine House Farm Bird nest boxes	29.50
9.1.5 001666 MSC Recycling payment	916.46
9.1.6 001667 HMRC Employer payments April to June	338.20
9.1.7 001668 R. Medley Salary for June	450.93
9.1.8 001669 Petty Cash	50.00
9.1.9 DD TalkTalk Broadband payment for May	30.02
9.1.10 DD TalkTalk Broadband payment for June	33.53
- 9.2 Recent income (for information)

9.2.1 Recycling credit for period October to March 2011	916.46
9.2.2 Football Club ground rent	10.00
9.2.3 Tennis Club ground rent	10.50
- 9.3 Other financial matters
 - 9.3.1 E-On contract for use of electricity in the Chapel. A new two year contract would run from September 2011. Rates would be slightly cheaper than the current ones.

10. Parish Plan. The Steering Committee had requested addresses of individual properties and street maps of the village. The Parish Council did not have this information so had entered into the Ordnance Survey Public Sector Mapping Agreement (Licence No. 100051269). The Steering Committee would be contracted as an 'End User' and all requested information could then be made available. This arrangement was almost complete.

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Chairman

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Date

10202

11. Highways Matters.

11.1 Local road closures. Denston bridge was to be strengthened in the second half of August, and carriageway repairs were due to start in early July on the Hargrave to Ousden road. Top dressing of the B1063 from Stradishall crossroads to Thorns Corner would take place in July.

11.2 Footpath between Browns Close and MSC Hall. The owners of the hedges either side of the footpath had been asked to carry out trimming. An estimate for the installation of a second street lamp had been received. This was for the sum of £1840.00 plus vat and this would have to be paid by the Parish Council. Cllrs. resolved not to proceed with the installation. A verbal estimate of £800 had been received for covering the uneven surface with a screed. It was hoped that this sum could be obtained from Locality Funding and the Clerk was instructed to investigate the possibility.

11.3 Road Signs. The leaning hazard sign at Boyton End had been reported. Signs to the Surgery had been erected by the County Council. The Clerk was instructed to report the faulty Thorns Close sign.

11.4 Neglected grassed areas at Nunnery Green. David King had quoted £110.00 for trimming these two areas until the end of the season. Cllrs. resolved to accept this quote.

11.5 Wall around Thorns Corner. This appeared to be in an unsafe condition. The Clerk was instructed to write to the owner of the property.

12. Progress with Audit

The Clerk expressed concern about the lack of information on progress being received from the internal auditor.

13. Reports from representatives of other village organisations.

13.1 URC. Cllr. Wilson referred to the vacancy in the Alms House and suggested that it may be necessary to increase publicity.

14. Estates Committee matters (draft minutes previously circulated)

14.1 'Wos Up' Youth Project. Wick-Kids had been informed of the 'Wos-Up' visits.

14.2 Seat for Cemetery. See 'Open session' above.

15. Correspondence

15.1 The next Public Community Tasking meeting to be held in Chedburgh on 8th September.

15.2 Response to Leiston Town Council's proposal that major developers be encouraged to explain their proposals to the local council in person and provide resources for the assessment of their application. (this had been previously circulated)

15.3 Rural News June 2011 (previously circulated)

15.4 Suffolk ACRE's AGM (previously circulated)

No further comments.

Date of next meeting – Thursday 28th July 2011 in MSC Pavilion.

The meeting closed at 9.13pm.

I confirm that the above is a correct record of the meeting held on Thursday 30th June 2011.

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Chairman

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Date