

**Minutes of the Meeting of Wickhambrook Parish Council held on 27th November 2014
at 7.30 p.m. in the Pavilion of MSC Hall**

Present

Cllrs. K. Sammons (Chairman), S. Bradbury, J. Claydon (arrived 8.40pm.), K. Merritt, J. Norton, J. Walker and J. Wilson.

County Cllr. M. Evans (until 8.15pm.)

Clerk R. Medley.

No members of the public were present.

1. Apologies for absence.

Apologies were received from Borough Cllr. D. Redhead and Cllr. P. Couzens.

2. Minutes of Parish Council meeting held on 23rd October 2014

The minutes were signed as a correct record.

3. Matters Arising (for information)

- 3.1 Copies of the increase in Cemetery fees, effective from 1st January 2015, had been sent to local Funeral Directors and had been displayed on the Cemetery notice board.

4. Declarations of interest in agenda items

Cllr. Wilson declared an interest in 6.2.1, 8.1.3 and 8.1.4.

5. OPEN SESSION 7.35 pm

Police report. P.C. Rob Sippitt said that there had been three crimes over the previous month. These were the theft of delivered parcels, the theft of a small tractor and a make off without payment for fuel from Wickhambrook Stores.

County Cllr. M. Evans promoted the Fire Prevention meeting on 16th December, said that the fibre optics box at Thorns Corner should cover a radius of 1.5 miles, and that the Council had obtained a high velocity patching machine for the rapid repair of potholes. This used different surface material which sets better in damp conditions. The roads at Nunnery Green would be treated again. She offered to pay 50% of the cost of one lighting bollard on the footpath between MSC and Browns Close.

CLOSURE OF OPEN SESSION at 8.15pm**6. Planning**

6.1 No applications were considered by the Parish Council

6.2 Applications granted/refused/withdrawn by the District Council

6.2.1 DC/14/1410/HH Black Horse Farm, Ashfield Green. Timber garage. Alteration of roofing material from felt shingle to pantiles Approved

6.2.2 DC/14/1633/HH The Poplars, Meeting Green. Double garage. Approved

6.2.3 DC/14/1721/HH 17, Boyden Close. Front and side extensions Approved

6.2.4 DC/14/1062/FUL Easterwood Bungalow, Baxters Green Newbuild bungalow Approved

6.2.5 DC/14/1669/FUL Black Horse Farm, Ashfield Green. Changes to stables. Referred to delegation committee.

6.3 Any other applications

6.3.1 Update on Plumbers Arms. Cllr. Wilson reported that further evidence was being sought with regard to the condition of the curtilage listed buildings prior to demolition. The results of this investigation will determine any further action.

7. Clerk's Report.

7.1 There were no circulated documents that needed further consideration.

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Chairman

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Date

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7.2 Other matters.

7.2.1 Scroll presented by the Mayor. Cllrs. admired the mounted and framed version and suggested that it be displayed in the MSC Pavilion.

7.2.2 Alternative Internal Auditor. The Clerk had obtained information of the Ladywell organisation which had quoted an audit fee of £130. The Clerk would obtain further details.

7.2.3 Parish Council laptop

7.2.3.1 Maintenance. Patrick Colville had suggested a fee of £90 for a complete re-build.

The laptop was seven years old; Cllrs. suggested replacement may be a better option.

7.2.3.2 Additional safeguards. The webmaster had suggested an extra filter which would cut out much of the unwanted spam. Cllrs. approved the filter and the purchase of a portable hard drive to provide continuous back-up.

8. Finance.

8.1 The following payments were approved.

8.1.1 001961 E-On. Electricity use in Chapel	11.59
8.1.2 001962 Anglian Water. Bowls Green use.	14.72
8.1.3 001963 Mdsign Website and Internet services (Sept. to Dec.)	169.50
8.1.4 001964 Mdsign Website and Internet services. Annual fee	264.00
8.1.5 001965 HMRC Employer payments (Sept. to Dec.)	376.00
8.1.6 001966 Tom Bridges. Framing.	36.00
8.1.7 001967 Petty Cash	50.00
8.1.8 001968 R. Medley. 'Home as Office' allowance	45.00
8.1.9 001969 R. Medley Printer cartridges	38.68
8.1.10 001970 R. Medley - travelling expenses	35.20
8.1.11 001971 R. Medley. Salary for November	501.30
8.1.12 001972 R. Medley. Salary for December	501.30
8.1.13 DD BT Phone rental in October	27.88

8.2 There was no income for this month.

8.3 Other financial matters

8.3.1 Donations to local charities. Cllrs. agreed to pay the same amounts to the same charities as in the previous year.

8.3.2 BT Contract. The existing contract finishes in November. Cllrs. approved renewal and suggested that BT may be willing to provide a new router.

9. Consideration of draft budget and the setting of the precept.

Draft figures were circulated. Possible increases in expenditure in the 2015/16 year included the annual insurance premium, training for new councillors, election costs, the next tree inspection, chapel rates, cleaning of the war memorial, creation of a memorial garden, bollard lights on footpath, vehicle activated signs and improvements to the skate park. The completed precept form has to be with St Edmundsbury by 31st January 2015.

10. Highway Matters

10.1 Footbridge across the ford in Wash Lane. The footbridge will be replaced on 15th to 19th December. The one way system will be temporarily suspended over that period.

10.2 Lighting on footpath from MSC to Browns Close. A breakdown of costs had been received but no explanation of the costly bollard lights.

10.3 Vehicle Activated Signs. County Cllr. Mary Evans was investigating sources of funding for VAS machines and what 'justification of need' was required.

10.4 Hedges. Letters had been sent to landowners. Further letters would be sent.

10.5 Flooding at Attleton Green. Drainage specialists would carry out further investigations.

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Chairman

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11. Estates Matters

- 11.1 MSC Query. This would be postponed until the Estates Committee meeting
- 11.2 Moor Green. Paul Rowe had agreed to install wooden posts parallel to the metalled road surface.
- 11.3 Memorial Garden. Postponed until Estates Committee meeting.

12. Financial Standing Orders. An amended version would be circulated for the next meeting.

13. Proposed changes to the Scene. Cllr. Bradbury reported that distribution had been only slightly affected by the changes with some 450 copies now reaching residences in the village. Advertisers were continuing to support the publication. There had been a slight dip in lottery subscriptions. The MSC will not require funding for 2015.

14. Rejuvenated Village Clubs.

- 14.1 Older Persons Club. Cllr. Norton said that the current proposal was for a ‘Meet & Eat’ Club to be held at the Greyhound at lunchtime on Thursdays starting after Christmas. All ages were welcome.
- 14.2 Youth Club. A business plan had been completed, several helpers had been found but no start date had been set.

15. Affordable Housing. There was no further news.

16. Neighbourhood planning. Cllr. Bradbury had spoken to the Clerk of Holt Parish Council. A parish survey had been held followed by a public meeting. 40% of the public gave the project full backing but the remaining 60% were luke warm. The initiative could cost around £25,000 and the maximum grant was £7,000. Four volunteers was the minimum number to carry the scheme forward.

17. There were no reports from representatives to other village organisations

18. Quotes for replacement biscuit barrel box. There was no further news.

19. Dates for 2015 meetings. Parish Council Thursdays – Jan. 22nd, Feb. 26th, Mar. 26th, Apr. 23rd, May 21st, June 25th, July 30th, Aug. 27th, Sept. 24th, Oct. 29th, and Nov. 26th. No Dec. meeting.
Estates Committee Thursdays – Feb. 12th, Apr. 9th, June 11th, Aug. 13th, Oct. 15th and Dec. 7th (Monday)

20. Correspondence

- 20.1 There were no comments on correspondence previously circulated.
- 20.2 Correspondence requiring responses.
 - 20.2.1 ‘Filming at meetings’ on 11th December at SALC offices. There was no interest.
 - 20.2.2 ‘Bye-laws and Dog Control Orders’ at Bury St Edmunds on the morning of 19th December. Cllr. Norton would attend. Cllrs. approved the payment of £20 fee.

Date of next meeting – Thursday 22nd January 2015. Meeting closed at 9.30 pm

I confirm that the above is a correct record of the meeting held on 27th November 2014.

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Chairman

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Date