

**10083 Minutes of the meeting of Wickhambrook Parish Council held on
29th November 2007 at 7.30 p.m. in the Pavilion**

Present

Cllrs. J. Claydon (Chairman), P. Bevan, K. Merritt, K. Sammons, J. Walker and J. Wilson.
Clerk R. Medley.
Community Police Officer B. McKenna
One member of the public

1. Apologies for absence.

County Cllr. J. Midwood and Borough Cllr. D. Redhead

2. Minutes of the Parish Meeting of 25th October 2007

After the addition of a Declaration of Interest these were signed as a correct record.

3. Matters Arising (for information)

No matters arising.

4. Declarations of interest in agenda items

Cllr. Wilson declared an interest in 8.1.4 and 8.1.5.

5. Report from Community Police Officer

PC McKenna warned that although there had been little crime in the area over the recent period, Christmas was a popular time for burglaries. Evidence of purchases should be minimised (it was advisable to hide or flatten packaging). Rural dwellings were particularly vulnerable. If suspicious of any vehicle take the registration number and report it.

6. Planning

6.1 The following applications were considered on circulation.

6.1.1 SE/07/1607 Wickhambrook Post Office & Stores - changes No objection

6.1.2 SE/07/1755 Land adjacent to Paddocks, Giffords Lane – new build No objection

6.2 No applications had been received from the Borough Council.

7. Clerk's Report

7.1 Circulated Documents.

7.1.1 SALC Pack. The Clerk confirmed that the Parish Council had been successful in their application for computer equipment and had been awarded a laptop, a printer/scanner/copier and a broadband grant of £120. Councillors agreed to the terms and conditions and were happy to allow reasonable personal use of the equipment but there was concern about the compatibility of Microsoft Office 2007.

Cllr. Sammons agreed to carry out a mid year check of 'the existence and adequacy of internal financial controls'.

7.1.2 Community Speedwatch. Cllrs. agreed that the possibility of sharing with other parishes in the County Cllr's. area be considered.

7.1.3 Countryside Access Scheme. Cllrs. agreed that interest be shown in this initiative.

7.1.4 Gypsy and Traveller Sites. Cllrs. agreed that no further action be taken

7.1.5 HAVO Newsletter. In future this would not be circulated unless items of relevance to the parish had been included.

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Chairman

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Date

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7.2 Other information

- 7.2.1 Cllrs. noted that the Duddery would be closed on December 3 for water mains repairs.
- 7.2.2 A meeting of St Edmundsbury Countryside Forum would be held on 4th December
- 7.2.3 The 'Ways to tackle climate change' questionnaire was completed.

8. Finance.

8.1 The following payments were approved.

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|--------|--------|---|--------|
| 8.1.1 | 001369 | Powergen. Electricity use in the Chapel | 25.24 |
| 8.1.2 | 001370 | Saxon Monumental Craft. Cleaning of war memorial | 428.88 |
| 8.1.3 | 001371 | BT. Rental on parish phone | 69.90 |
| 8.1.4 | 001372 | Mdsign. Internet Services (Sept. to Nov.) | 165.97 |
| 8.1.5 | 001373 | Mdsign. Licence and maintenance fee | 258.50 |
| 8.1.6 | 001374 | R. Medley. Clerk's salary for October (plus back payment) | 530.72 |
| 8.1.7 | 001375 | R. Medley. Payment for stationery | 49.44 |
| 8.1.8 | 001376 | R. Medley. Payment for materials (Chapel painting) | 60.39 |
| 8.1.9 | 001377 | R. Medley. 'Home as office' allowance | 45.00 |
| 8.1.10 | 01378 | R. Medley. Use of private line for internet | 20.00 |
| 8.1.11 | 01379 | Glasdon. Payment for grit bin | 202.80 |
| 8.1.12 | 01380 | MSC. Recycling credit | 702.02 |
| 8.1.13 | 01381 | Donation to Suffolk Accident Rescue Service | 50.00 |
| 8.1.14 | 01382 | Donation to Suffolk Family Carers | 50.00 |
| 8.1.15 | 01383 | Donation to Newstalk | 50.00 |
| 8.1.16 | 01384 | Donation to Optua | 20.00 |
| 8.1.17 | 01385 | Donation to History Group Recorder | 30.00 |

8.2 The following income was noted.

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|-------|--------|---------------------------------------|--------|
| 8.2.1 | CAF | Donation to Wick-kids Club | 200.00 |
| 8.2.2 | BACS | Recycling credit | 702.02 |
| 8.2.3 | 100395 | Interments (Duplicate payment of £40) | 80.00 |
| 8.2.4 | 100396 | Purchase of plots in cemetery | 330.00 |

9. Estates Committee Report.

- 9.1 Path to playground and 'Teen Project'. The latest proposal had been turned down by the MSC but Cllr Walker had met with the MSC vice-chairman and hoped there were signs of further progress.
- 9.2 Community Payback Team. The team had visited the village over the last two Saturdays. The Clerk summarised the work completed to date both for the Parish Council and the MSC. He asked for a Cllr. to meet the team on the next Saturday but none was available. This visit would be cancelled.
- 9.3 Playground report and financial implications. This report had been circulated and Cllrs. agreed that monies should be included to the budget for short term repairs. The Clerk was instructed to investigate grants and Cllrs. agreed that the climbing frame should be removed in the near future.

10. United Charities Representatives Report.

At the recent meeting agreement had been reached for repairing the thatch ridge of the Alms houses.

11. MSC Matters

Cllrs. asked if the trustees were aware of their responsibilities.

12. Roads, hedges, verges and drains.

- 12.1 Cllrs. agreed to pay for the grit bin outside the village shop.
- 12.2 Hedges. The Clerk read the letter from Vestey Estates concerning the hedges at Willis Farm.
- 12.3 The Clerk said that work on the Meeting Green to Coltsfoot Green road should start next week.

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Chairman

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Date

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13. Rights of Way.

Nothing to report.

14. Standing Orders.

These would be checked for the inclusion of paragraph 12(2)

15. Hedgerow Survey.

The final count of surveyed hedges for the season was 270. With a parish total of approximately 500 the task should be completed by the end of 2008.

16. Bowls Club.

Cllrs. agreed that unless the MSC wished to take over responsibility for the Bowls Club the Estates Committee should arrange for David King to maintain the area at minimum cost.

17. Draft Budget and Precept calculation

Cllrs. approved the budget and precept calculation subject to final adjustments. The completed version would be signed by the Chairman and sent to the Borough before the 14th December deadline.

18. Emergency Plan

Cllrs. Claydon and Wilson, with their knowledge of local geography, offered to help.

19. Updating of website

Cllr. Bevan explained that progress had been delayed. He would enquire about any additional costs.

20. Affordable Housing

The Clerk summarised actions that needed taking. He had arranged for distribution through the 'What's On?' network and had put a note in the 'What's On?' and the Scene. Cllrs. instructed the Clerk to circulate a draft covering letter. Cllr. Sammons offered to print all the labels, donate a box of 250 A4 envelopes and to enquire about the cost of a further 250. Posters, questionnaires, information sheets and the covering letter would be produced by Suffolk ACRE. The deadline for distribution was 20th January so the 'stuffing party' needed to be around that date.

21. Clerk's Progress

The employment contract would be circulated so that Cllrs. could remind themselves of the terms and conditions.

22. Date of next meeting – Thursday 10th January 2008

Other dates for 2008 were 14th February, 20th March, 24th April, 22nd May (Annual Parish on 15th May), 26th June, 24th July, 28th August, 25th September, 23rd October and 27th November.

Meeting closed at 9.55 p.m.

I confirm that the above is a correct record of the meeting held on Thursday 29th November 2007.

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Chairman

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Date