

**Minutes of the Meeting of Wickhambrook Parish Council held on 26th March 2015
at 7.30 p.m. in the Pavilion of MSC Hall**

Present

Cllrs. K. Sammons (Chairman), J. Claydon, P. Couzens, K. Merritt, J. Walker and J. Wilson.
County Cllr. M. Evans (8.25pm to end) and Borough Cllr. D. Redhead (7.30pm to 7.45pm.)
Clerk R. Medley.
Four members of the public stayed for the entire meeting.

1. Apologies for absence.

No apologies were received. Cllr. S. Bradbury did not attend.

- 2. Minutes of Parish Council meeting held on 26th February 2015.** After alterations to items 10.1 (the addition of ‘Cllr. Wilson reported that the street lamp outside the MSC was not working’) and 15 (the addition of W to URC, the removal of ‘decoration of the interior’, the substitution of ‘had taken place’ and the addition of ‘and No. 2’, the minutes were signed as a correct record.

3. Matters Arising (for information)

There were no matters arising

4. Declarations of interest in agenda items

Cllrs. Walker and Wilson declared an interest in 6.2.1, and Cllr. Claydon in items 6.1.3, 6.1.4 and 6.1.6.

5. OPEN SESSION 7.35 pm

Borough Cllr. D. Redhead said that progress on the planned business park, additional homes and relief road in the Moreton Hall area had been halted because of the unexpected involvement of local landowners.
Police. A written report gave details of the theft of a motor vehicle and trailer overnight on 25th March. This was the only crime reported in the parish over the last month.

Youth Club Vince Harvey and a small band of helpers hoped to rejuvenate the Youth Club. The plan was to run Friday evening sessions for the 11 to 18 age range initially and to include younger members at a later stage. Vince would return and update the Parish Council as appropriate.

Clive Pollington informed those present that he intended to stand as Conservative Borough Councillor.

CLOSURE OF OPEN SESSION at 7.53pm**6. Planning**

6.1 Applications considered by the Parish Council

- 6.1.1 DC/15/0154/LB Old Vicarage, Church Road. Installation of solar panels
6.1.2 DC/14/2455/FUL Bunters Gait, Nunnery Green. Provision of stables and tack room.
6.1.3 DC/15/0194/FUL Claydon Yield-o-meter Ltd., Attleton Green. Creation of new weld shop and changes to existing buildings.
6.1.4 AP/14/0047/REF Claydon Yield-o-meter Ltd., Attleton Green. Changes to and expansion of existing unit.
6.1.5 DC/15/0183/FUL Plumbers Arms, Wickham Street. Conversion to flats and dwelling.
6.1.6 AP/14/0047/REF Claydon Yield-o-meter Ltd., Attleton Green. Planning Appeal.

6.2 Applications granted/refused/withdrawn by the District Council

- | | |
|---|----------|
| 6.2.1 DC/15/0047/FUL Columbine Cottage, Nunnery Green. Newbuild dwelling. | Refused |
| 6.2.2 DC/14/2455/FUL Bunters Gait, Nunnery Green | Approved |
| 6.2.3 DC/15/124/5/FUL/LB Wakelins, Genesis Green. Timber porch | Approved |

7. Clerk’s Report

- 7.1 There were no circulated documents that needed further consideration.

.....
Chairman

.....
Date

7. Clerk’s Report (cont.)

7.2 Other matters

- 7.2.1 Alternative internal auditor. Cllrs. agreed to make use of the Ladywell organisation
- 7.2.2 Replacement laptop. There was no further news.

8. Finance.

8.1 The following payments were approved.

8.1.1	001997	E-On. Electricity use in Chapel for February	7.78
8.1.2	001998	Smart Step Sign for playground	460.80
8.1.3	001999	MSC Hire of Pavilion	133.00
8.1.4	002000	D.R.King & Son Ltd. Grounds Maint. Final 2014 payment	1714.80
8.1.5	002001	Aon UK Ltd. Insurance renewal	1218.59
8.1.6	002002	Wickhambrook W.I. Hire of Hall	17.50
8.1.7	002003	Mdsign Website	169.50
8.1.8	002004	MSC. Rent for playground lease	10.00
8.1.9	002005	Haward Horological Ltd. Maint. of church clock.	210.00
8.1.10	02006	Community Action Suffolk. Annual membership.	30.00
8.1.11	02007	SALC. Breakfast briefing.	6.00
8.1.12	02008	HMRC. Employer payments	390.80
8.1.13	02009	R. Medley. Purchase of printer cartridges	35.98
8.1.14	02010	R. Medley. Salary for March	512.28
8.1.15	DD	BT Phone rental in February	30.73
8.1.16	DD	BT Broadband services	67.20

8.2 Recent income

8.2.1	Co-operative Society (Interment)	80.00
8.2.2	Andrew Bingham Funeral Services (Interment)	160.00
8.2.3	Wickhambrook Tennis Club (ground rent)	11.00
8.2.4	Wickhambrook Football Club (Ground rent)	10.00
8.2.5	Armstrongs Funeral Service (Interment)	160.00

8.3 Other financial matters

- 8.3.1 Regularity of invoices from MSC. Cllrs. agreed that monthly invoices were acceptable.
- 8.3.2 Annual Audit. Paperwork had been received from BDO. The deadline for return of internally audited accounts was 13th July 2015.
- 8.3.3 Rates for Chapel. There would be no requirement for payment over the 2015/16 period; the rateable value being cancelled by small business rate relief.

9. Guidelines for use of Parish Council website. The Clerk was instructed to write a draft letter and circulate it around Cllrs.

10. Highway Matters

11.1 Lighting on footpath from MSC to Browns Close. The Clerk had asked for details of the County Council’s contracted supplier in an attempt to determine the amount of light the bollard would distribute.

Additional Open Session to coincide with the arrival of County Cllr. Mary Evans. (8.25 pm)

11.2 Vehicle Activated Signs. Cllr. Evans would obtain four Westcotec VAS machines for parishes in her area; one could be shared between Wickhambrook and Hargrave.

Other comments from Cllr. Evans. She asked that parishioners use the on-line reporting tool for potholes and that as many people as possible sign up for the new improved broadband service. With regard to overhanging hedges she asked that details of a recent visit by Council staff be forwarded.

.....
Chairman

.....
Date

10329

The Engineering section was now up to full strength and she would remind Matthew Richards about the outstanding work on the gully at Attleton Green.

Parking outside village school. The Clerk was instructed to contact the school to check progress on the production of posters for the children to show their parents.

Close of Open Session (8.45pm)

11. Estates Matters

11.1 Moor Green. In a conversation on 18th March Paul Rowe, agreed to install the protective posts as soon as he found a gap in his work schedule.

11.2 Spring litter pick. The number of volunteers was less than normal but those who did attend were productive. Most of the younger volunteers and their parents are involved in junior football which continues until 11.30pm. It may be worth considering a move to Saturday mornings.

11.3 Fouling of 'Six Acres' by dogs. Several MSC trustees would attend the next Estates Meeting.

11.4 State of football pitches. Because of the recent wet weather some matches had been postponed to give the grass time to recover.

12. Rejuvenated clubs in the Village.

12.1. The Meet & Eat Group continues to be a success.

13. Neighbourhood Planning. Cllr. Wilson gave a brief explanation of the Mildenhall Workshop held on 25th March. The Neighbourhood Plan is a more detailed version of the Parish Plan but with the focus on planning. The results are collated by the village and then adopted by the Borough and they become part of local planning policy. They must comply with the Core Strategy document and cannot be used halt development. £5,000 of funding was available for the initial work, £5,000 after approval and £20,000 on completion.

14. Community Land Trust. Cllr. Wilson had attended an awareness session at Stretham on 26th March. 35 houses, including 15 affordable homes, had been built on a 12 acre exception site. The development was self funded and would be owned by the CLT, comprising 7 or 8 trustees, in perpetuity. Cllrs. gave their support to this scheme and Neighbourhood Planning and suggested brief presentations at the Annual Parish Meeting.

15. Replacement biscuit barrel box. The Clerk offered to re-send the dimensions to Cllr. Wilson.

16. There were no reports from representatives of other village organisations.

17. Distribution of Election Nomination papers. Papers were given to all Cllrs. present.

18. Correspondence

18.1 There were no comments on correspondence previously circulated.

18.2 Correspondence requiring responses.

18.2.1 New Local Council Award Scheme. Cllrs. favoured signing up for Foundation Level.

18.2.2 Adopt a kiosk for £1. This information would be placed on circulation.

18.2.3 Rural Youth Work. Cllrs. agreed not to financially support this scheme.

18.2.4 Community Land Trusts. Cllrs. asked that all information be circulated.

Date of next meeting – Thursday 23rd April 2015.

Meeting closed at 9.04 pm.

I confirm that the above is a correct record of the meeting held on 26th March 2015.

.....
Chairman

.....
Date