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**Minutes of the Meeting of Wickhambrook Parish Council held on 28 April 2016
at 7.30 p.m. in the Pavilion of MSC Hall**

Present

Cllrs. P. Couzens (Chairman), J. Barton, K. Merritt,
J. Walker and J. Wilson
Borough Cllr. C. Pollington
Clerk S. Thorburn

There was one member of the public present until 8.15 p.m.
The Chairman welcomed everyone to the meeting

1. Apologies for absence

Were received from Cllrs. J Claydon, J. Midwood, K. Sammons.
County Cllr. M. Evans was unable to attend but had sent a written report.
Borough Cllr. C. Pollington attended but gave apologies to leave after a verbal report
had been given at the start of the Open Session.

2. Minutes of the Parish Council meeting held on 31 March 2016.

The minutes were signed as a correct record.

3. Matters Arising (for information)

3.1 The Clerk had located the volunteer contact for the VAS machine and had passed this to
Cllr Barton. Cllr Barton instructed the Clerk to re-send this due to email problems.

4. Declarations of interest in agenda items

None were declared.

5. OPEN SESSION 7.35 pm

One member of the public was present. .

Borough Cllr. C. Pollington – The meeting regarding Kelly’s Meadow had resulted in Alan and Janet
Willis receiving correspondence from Ian Gallin which they felt had not clarified some of the points
raised. Another meeting may need to be held.

The application had been sent for £500.00 towards the Carnival and the fund to celebrate Her Majesty’s
90th birthday in the village.

Borough Cllr. Pollington had made a complaint at a recent meeting about the delay in the provision of
lighting in Browns Close.

The introduction of the brown bin charging scheme had not been handled satisfactory manner and a
request to the Operations Department had been made for greater clarity in future with bullet points
being sent to every Councillor.

A written report from **County Councillor M. Evans** was then read to the meeting by the Chairman:
Re Attleton Green – drainage works have been ordered for Mole Hill, which should be carried out in a few
weeks’ time and will be monitored to see what impact they have.

There is a meeting on 2 June re VAS – where we can discuss how the machines are shared between the
various villages and how we best share data with the police and co-ordinate with the speed enforcement
team.

BT has now given an update on the roll out of highspeed broadband beyond September – there will be
further development in Wickhambrook between now and Easter 2017.

Cllr Barton reported that he was to attend the VAS meeting with Cllr Merritt.

CLOSURE OF OPEN SESSION 7.45 p.m.

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6. Planning**6.1 Applications considered by Parish Council**

6.1.1 DC/16/0314/HH 3 The Duddery, Wickhambrook rear two store extension

Rear conservatory, dormer windows front elevation, front porch. Amended plans

6.1.2 DC/0532/HH Meadowbrook, The Duddery, Wickhambrook two storey front extension plus double garage. Approved.

6.2 Applications granted/refused/withdrawn by the Borough Council

6.2.1 DC/16/0248/HH Queens House, Barbers Lane rear single storey extension. Approved

6.2.2 DC/16/0348/LB Queens House, Barbers Lane rear single storey extension, kitchen door removal of window. Approved

7. Clerk's Report**7.1 Circulated documents**

Rural South Watch (RSW) documents decision to be made regarding posting these alerts on the website. Cllr. Wilson suggested that RSW be contacted with the suggestion that information regarding accessing the alerts be made available on the Parish website – Clerk to action.

7.2 Circulated correspondence.

7.2.1 The Clerk had received no matters regarding circulated documents to bring to the meeting.

8. Finance.

8.1 The following payments were approved proposed by Cllr. Wilson, seconded by Cllr. Barton.

8.1.1	002191	S Thorburn (Clerk) salary for April	514.80
8.1.2	002192	National CLT network - subs	150.00
8.1.3	002193	Wickhambrook MSC – donation to kitchen refurb	3500.00
8.1.4	002194	St Edmundbury BC – dog waste emptying	291.20
8.1.5	002195	Cllr J Barton – VAS padlocks	19.02
8.1.6	002196	S Thorburn (Clerk) – printer cartridges (2)	34.00
8.1.7	002197	N Leonard – pest control for recreational field	80.00
8.1.8	002198	E.ON electricity for chapel	8.61
8.1.9	002199	CPRE subscription (annual)	36.00
8.1.10	002200	Derek Burridge Limited – replacement award box	40.20

8.2 Recent income for information.

8.2.1	Bank interest a/c's 1 and 2 - Jan to Mar 2016	8.40
8.3.1	Neighbourhood Watch fund donation– M Andrews	842.57

8.3 Other financial matters**8.3.1 Expenditure against forecast.**

This could be seen to be in line and further information regarding variances would be presented at the Annual Meeting of the Parish Council.

8.3.2 Approval for payment Clerk's CILCA course 10 hours – all approved this overtime claim.

8.3.3 Approval for reimbursement to Cllr Midwood £74 deposit for HM's Birthday celebrations once donated funds became available – all approved.

8.3.4 Approval for Chair cemetery course attendance 24 May 2016 – all approved.

8.3.5 Permission from Councillors for Clerk to apply to be a nominated person for the bank Accounts – all agreed the Clerk could request the form for signature by two nominated Councillors.

9. Highways matters

9.1 Lighting on footpath from MSC to Browns Close – Borough Cllr. C. Pollington had covered this.

9.2 Vehicle Activated signs. Cllr. Barton reported that the sign was currently by the school before being moved to Ashfield Green where traffic entered the Parish and then Bunters Road. The machine would then have been in all locations for 2 week periods. The data downloads were successful showing a maximum recorded speed of 75 m.p.h. and 53% over the 30 m.p.h. limit. The Cllrs discussed how best to make people aware of these speeds and Cllr. Barton would find

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out how to officially report the data. Cllr. Wilson suggested a volunteer group to undertake community speedwatch and Cllr Walker suggested liaising with the school to provide posters to display in the village.

9.3 Letter from resident regarding damage to edges at Mole Hill – this had been reported to Suffolk County Council Highways Department.

9.4 Speed limit policy regarding the feasibility of new 30 mph limits – the Cllrs. had all read the Suffolk Speed Limit Policy sent by County Cllr. Evans and were of the view that it was not feasible to make further requests for reduction in speed limits at this point.

9.5 Damage to bridge rails near Badmondisfield Hall – this had been reported to Suffolk County Council Highways Department.

10. Estates Committee matters

10.1 Memorial garden quote a contractor approved

The Parish Council agreed the Estates Committee decision regarding the selection of a contractor from the three quotations obtained.

10.2 Grass cutting contracts approved – the acceptance of the annual recreation grass cutting and Village contracts were agreed.

10.3 Recommendation to Parish Council regarding Bowls Club request to change Agreement – no approval given.

The Cllrs. put questions forward to the member of the public (the Chairman of the Bowls Club) regarding the problem encountered with the Club signing the agreement for use of the land Item 6. The Chairman of the Bowls Club gave an explanation of the perceived difficulties this posed for the members and then left the meeting. The Chairman was to write to the Bowls Club stating that term 6 could not be amended and if a major problem should occur the Parish Council could be approached at that time.

10.4 Request to Adult Football Club for sight of insurance policy document

This had now been received.

10.5 Quote from contractor to clean play equipment – approved. The Cllrs. agreed that the contractor should be booked to clean the equipment.

10.6 Installation of posts to protect Moor Green and request for re-instatement of turf to Suffolk County Council Highways department

The Highways Department had undertaken the repair with topsoil and seed and the Clerk was instructed to accept the offer of £100 from the Building Company who had originally used the Green for parking, towards the installation of protection posts. The Clerk was to obtain a quote for this work.

10.7 Attleton Green – Lottery funded wild flower kits

The Cllrs. were pleased these had been received.

10.8 Damage to play equipment report

It was reported that any hazardous exposed screws had been removed and the matter referred to the next Estates Committee meeting

10.9 Request to Havebury Housing to formalise the gift of Bury Road playground

The Clerk had sent an email request to Havebury Housing.

10.10 Summer Litter Pick date 10 July 2016.

The Parish Council agreed this date.

11. Preparations for Annual Parish meeting including suggested recipients for the Alf Hicks Biscuit Barrel

The agenda for the Annual Parish Meeting was agreed. The Parish Council approved the nomination of Mrs Val Orange for the Alf Hicks Biscuit Barrel award.

12. Neighbourhood planning and CLT subscription renewal

Cllr. Wilson reported that the annual subscription had been agreed earlier in the meeting and it was hoped that the CLT would be set up later this year.

13. Her Majesty's 90th birthday celebrations (report from Cllr Midwood)

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The Chairman read a report from Cllr Midwood to the meeting, outlining the progress made towards the plans for the day.

14. Reports from representatives of other village organisations

14.1 Neighbourhood Watch funds – letter from Head Co-Ordinator

The Head Co-Ordinator had written to the Parish Council enclosing a cheque to the value of £842.57 with the request from the previous members of the scheme that the funds be used with regard to some aspect of security measures.

The meeting closed at 8.45 p.m.

Date of next Parish Council meeting Thursday 26 May 2016.

I confirm that the above is a correct record of the meeting held on 28 April 2016.

Chairman

Date