

10380

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

Present

Cllrs. P. Couzens (Chairman), K. Sammons (Vice Chairman), J. Barton, J. Claydon , K. Merritt, J. Midwood and J. Wilson

County Cllr. M. Evans and Borough Cllr. C. Pollington

Clerk S. Thorburn

The Chairman welcomed everyone to the meeting

1. Apologies for absence

Cllr. J. Walker was absent

2. Minutes of the Annual Parish Council meeting held on 30 June 2016.

The minutes were signed as a correct record.

3. Matters Arising (for information)

All had received and read the copy of the letter from the Chairman regarding Kelly's Meadow.

Cllr. Wilson requested that the Clerk follow up progress on the broken manhole cover by the Alms Houses.

4. Declarations of interest in agenda items

None were declared.

5. OPEN SESSION 7.40 pm

Borough Cllr. C. Pollington – A paper on devolution was given to the Clerk for circulation to the Parish Councillors.

The lighting on the footpath from Brown's Close had a 6 week notice period in operation due to the closure of the footpath during works to install the cable under foot. The work would begin at the end of this time.

There was no further update regarding Kelly's Meadow with a new contract being drafted.

County Councillor M. Evans – Highways were embarking on a new Asset Management policy and this could be accessed online for commenting on and engaging in the process. Funds were to be spent on maintenance in the hope that emergencies would diminish. The chamber at Attleton Green, on an eight week cleaning cycle, had not been checked as an additional clean after recent heavy rain which should have been the case. It needed to be seen if a regular maintenance cycle alleviated the problem. The cutting of grass verges was behind schedule due to the wet spring which had also affected the roadside hedge cutting where a walkway was present. Public footpaths were scheduled for one cut underfoot only.

The Devolution consultation incorporated an online survey and County Cllr. Evans had previously sent information giving the link www.eastangliadevo.co.uk . Individual households would not be individually contacted.

Community transport had been relaunched with a simple one telephone number system. The Rural Coffee Caravan, a charity run organisation which gives out leaflets on grants and support available, could be accessed and information posters were given to the Clerk to display on the Parish Council noticeboard regarding both initiatives.

The VAS machine had been supposed to deliver data which would initiate the police camera van if necessary but there had been some misunderstanding regarding this which the Police Crime Commissioner was in the process of streamlining to enable the Police camera van presence to be based on factual evidence of speeding gained from records downloaded from the machines.

The education report was that 81% of Suffolk schools were currently rated from good to outstanding.

The County and Borough Cllrs. left the meeting.

CLOSURE OF OPEN SESSION 8.00 p.m.

Chairman

Date

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6. Planning

6.1 Applications considered by Parish Council.

None

6.2 Applications granted/refused/withdrawn by the Borough Council

None

7. Clerks Report

7.1 Circulated documents

7.1.1 There had been an interesting article with planting advice which the Clerk was instructed to file for future reference regarding the Memorial Garden.

7.1.2 The Devolution report had been read by all and commented on by County Cllr M Evans in the open session.

8. Finance

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

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|-------|--------|--|---------|
| 8.1.1 | 002147 | Vertas Group Ltd grass cutting contractor | 461.18 |
| 8.1.2 | 002148 | DR King and Son Ltd maintenance contractor | 3600.00 |
| 8.1.3 | 002149 | Eon – chapel electricity to 8/7/2016 | 17.42 |
| 8.1.4 | 002150 | S Thorburn (Clerk) salary for July | 514.80 |
| 8.1.5 | 002151 | JRB Enterprise Ltd dog waste bags | 90.24 |
| 8.1.6 | 002152 | G Signs and Designs Ltd playground safety signs | 67.20 |
| 8.1.7 | 002153 | Wickhambrook Carnival Committee first aid donation | 272.64 |

8.2 Recent income for information.

| | | |
|-------|--|---------|
| 8.2.1 | HMRC VAT repayment | 1342.20 |
| 8.2.2 | Saxon Monumental Craft memorial fee | 70.00 |
| 8.2.3 | Bank interest business reserve first quarter | 8.76 |
| 8.2.4 | Bank interest business reserve 2 first quarter | 1.12 |

Cllr Barton proposed to continue with the E.ON electricity fixed plan and Cllr Wilson seconded.

8.3 Other financial matters

8.3.1 Progress with Clerk's access to bank account information

The Clerk had attended the bank and been given another form to complete this was passed to Cllr. Sammons to consider and report at the next Parish Council meeting.

8.3.2 Update on MSC kitchen – an email had been received from the Secretary of the MSC informing the Parish Council that work on the kitchen refurbishment had started as scheduled.

8.3.3 NJC Salary Payscales 2016-18 – Cllr Sammons asked the Parish Council if the Clerk, currently paid on pt 20 should increment each April to the top of the scale. All agreed that this should be the case and Cllr. Barton proposed and Cllr. Wilson seconded that the Clerk be paid on pt 21 of the new pay scale as from 1 April 2016.

9. Highways matters

9.1 Lighting on footpath from MSC to Browns Close – this had been dealt with in the open session.

The hedges were reported as cut by the residents, as requested, bordering the footpath.

9.2 VAS – the machine had been moved to Lidgate as part of the sharing initiative and there had been no news to date. During the handover Cllr Barton had been informed that Lidgate also operated a speed gun as part of 'Suffolk Community Speed Watch' and discussed with the Cllrs. if this was something Wickhambrook could embrace. A discussion was had regarding the difficulty of recruiting the six volunteers required and the restricted use of the speed gun on roads that due to safety concerns for the operator were unsuitable.

Some vandalism to the VAS machines had been reported in neighbouring villages.

Chairman-----
Date

10382

9.3 Flood prevention measures Attleton Green drainage chamber -Cllr Midwood expressed the view that the chamber had not been satisfactorily cleared after the recent heavy rainfall.

9.4 Parking matters Nunnery Green and outside Wickhambrook Primary School – the Cllrs discussed the ongoing problem of inconsiderate parking and instructed the Clerk to write to the Headteacher at Wickhambrook Primary School at the start of term in September to highlight the parking along Shop Hill with no break for passing cars and requesting new initiatives to alleviate the situation.

10. Estates Committee matters

10.1 Footpaths Officer – (agenda item 10.1 refers to the Footpaths Officer in his previous role as Clerk). Cllr. Sammons would liaise with the previous Clerk, Roger Medley, regarding the recognition of his services to the Parish Council.

10.2 Litter Pick – Sunday 10 July at 11.30 a.m. - The Clerk reported a disappointing turn out given the publicity at the Carnival bar and bbq where information leaflets were available but thanked those who had attended.

10.3 Removal of goal posts and re-siting of dog waste bin – a local contractor had quoted to attend to both of these problems at a total cost of £100 plus VAT which all agreed.

10.4 Chapel break in and other matters – a local contractor had agreed to look at the locks on the Chapel and repair them if possible. The Clerk reported nothing had been taken but the matter had been referred to the Police and a crime number obtained. A request had been made for an item in the Chapel but this was agreed as unsuitable to grant.

10.5 Playground signage – the signs in the playground and skate park would be in situ ready for the August inspection.

10.6 Bury Road playground – the Clerk was instructed to write to Havebury in the light of a recent inspection report by a local person appointed to check the playground and request that the faults reported be rectified before the transfer of ownership was completed.

11. Queen's 90th Birthday card and letter – Cllr Midwood showed the meeting the two framed photographs of the event. One would be presented to the School at an assembly next term and the other to the Chairman of the MSC committee at the Parish Council meeting in August. The expenses were in excess of the income received and the Parish Council agreed to finance the difference and support this community event. Cllr Barton proposed and Cllr Sammons seconded.

The meeting closed at 9.05 p.m.

Date of next Parish Council meeting Thursday 25 August 2016.

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

Chairman

Date