

10413

**Minutes of the Meeting of Wickhambrook Parish Council held on 29 June 2017  
at 7.30 p.m. in the Pavilion of MSC Hall**

**Present**

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

County Cllr. M. Evans

Clerk S. Thorburn

There were two members of the public present, one until 8.10 p.m.

The Chairman welcomed everyone to the meeting

**1. Apologies for absence**

Borough Cllr. C. Pollington was unable to attend but had sent a written report.

**2. Minutes of the Annual Parish Council meeting held on 25 May 2017.**

The minutes were signed as a correct record.

**3. Matters Arising (for information)**

9. Ian Spencer had resigned as a Lay member from the Estates Committee and this had been accepted by the Chairman.

13.3.1 The Annual Return and supporting documents had been sent by recorded delivery to the external auditors BDO.

18.3 The contractor had not been able to clear the hedge from the container due to pressure of work and the painting of the container had been put on hold by the Youth Football Team until this was completed. The contractor had submitted a quote of £150 plus VAT to clear the container and all agreed this should be accepted. The Clerk was instructed to ask the contractor to complete the work as soon as possible and notify the Youth Football Team when the date had been confirmed.

**4. Declarations of interest in agenda items**

None were declared.

**5. OPEN SESSION 7.35 pm**

One member of the public was representing two residents of Coltsfoot Green who had requested sight of the land registration documents. These were supplied for viewing as requested by the residents concerned.

A written report from **Borough Cllr. C. Pollington** was read to the meeting by the Chairman:

I have sent an e-mail to Alan Willis regarding any more news on Kelly's Meadow but as yet I have had nothing back.

The only real news at Council is regarding One Council the joining of Forest Heath and St Edmundsbury, this is still in its early stages and the consultation period will be from June until September.

The hope is that this will save money and make everything more efficient.

**County Councillor M. Evans** gave a report as follows:

The Suffolk County Council Highways Department re-organisation of area offices had not yet come into force. The request from the Parish Council to attend to drainage work near Attleton Green while the road was closed by Openreach would not be possible but the work was scheduled to be undertaken soon as the drainage schedule for at risk from flooding properties had now been completed.

The Fire and Rescue Service Countywide had visited all the high and medium-rise properties and reassured residents that high-rise appliances would be automatically sent when a call out was received.

Residential properties above commercial premises were now being examined.

A consultation regarding the disability strategy was taking place on the website until 10 July.

Community transport hours were being extended and it was hoped that young people would be able to benefit from this. An App was being developed with Wickhambrook as a possible pilot area. It was hoped the fares would be in line with the bus service but offering more flexibility. Ideas on how to promote this to younger residents would be welcomed.

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Chairman

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**10414**

A specialist clinic for external funding on Monday 31 July, 7.30 p.m. at Stansfield Village Hall for village and community halls and playgrounds was scheduled.

The Clerk was asked by the Parish Councillors to note that the drainage works mentioned near Attleton Green were scheduled for later in 2017. Although properties had not been flooded the cascade of frozen water in the winter months was extremely hazardous for pedestrians and all other road users.

Cllr Barton queried the distance required between restriction and repeater speed signs and this would be investigated.

Cllr Wilson reported that many of the speed signs in the village were very faded and the Clerk was instructed to report this using the online facility.

Cllr Claydon suggested that the £380 charged to the Wickhambrook Carnival Committee to close the road to enable the procession to take place seemed excessive. County Cllr Evans explained that there were administrative processes to be put in place to divert emergency calls to other routes but the cost could be looked at for future charitable events if sufficient notice was given.

The Secretary of the Youth Football Club had requested that the Club be allowed to spray the pitches with weed-killer at the end of August. A discussion took place about the necessity for sufficient notice to other users of the recreational field, warning notices when the pitches had been sprayed and the roping off of the areas sprayed. The Secretary of the Club stated they had been in contact with the MSC Trustees regarding this. It was agreed that the Secretary of the Club would forward the notice of intent to spray to the Clerk who would publish it on the front page of the website, the facebook page, noticeboard and in the August/September 'What's On' leaflet. The Club Secretary agreed the other measures would also be put in place.

**CLOSURE OF OPEN SESSION 8.05 p.m.**

**6. Planning**

6.1 Applications considered by Parish Council.

6.1.1 DC17/0827/FUL Easterwood Bungalow, Baxters Green  
Stables, manage, front wall, driveway, gates. No objection

6.2 Applications granted/refused/withdrawn by the Borough Council  
None

**7. Clerks Report**

7.1 Circulated documents

Residents email regarding ditch at Coltsfoot Green and subsequent referral to the Complaints Procedure. The Clerk had sent copies of the email received and response from the Parish Council to all for future reference if required.

**8. Finance**

8.1 The following payments were approved. Proposed by Cllr Wilson and seconded by Cllr Walker

	Cheque no	Detail	Amount
8.1.1	002256	S Thorburn (Clerk) salary for June	538.88
8.1.2	002257	JRB dog dispenser refill bags 3 cases (800 per case)	90.54
8.1.3	002258	Wickhambrook Carnival Committee First Aid Donation	250.00
8.1.4	002259	S Thorburn (Clerk) home as office April-June	45.00
8.1.5	002260	Eon – chapel electricity to 8/6/2017	17.58
8.1.6	002261	MSC hire of pavilion April and May	56.00

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10415

**9. Highways matters**

9.1 Vehicle Activated sign acquisition plus survey for poles installed in possible new sites.

Cllr Barton had followed instructions received from the Highways Department in viewing a possible new location on Boyden Lane, Nunnery Green. Residents nearby would now be surveyed for their views. Cllr Barton had composed a letter to householders which would be delivered to properties and some left at the public house. The outcome would be discussed at the next meeting. All agreed that Cllr Barton should also investigate another site on Cemetery Hill.

9.2 Request to Highways Department: Thorns Corner and Mole Hill in Wickhambrook. Request for work to be done regarding drainage problems when road is closed on the 5th July 2017. This had been covered in the Open Session.

**10. Estates Committee matters**

10.1 Litter Pick – Sunday 9 July at 10.00 a.m. Time and date notified to the Councillors.

10.2 Confirmation of drainage works dates for the Six Acres site. This would take place on 29 August and cover a five day period.

10.3 Referral to Parish Council for discussion regarding ground rent renewal fees for clubs using the Six Acres.

After discussion there was a majority of agreement to leave the ground rent at £10 per annum for all Clubs with one Councillor who did not agree. The ground rent would remain the same.

10.4 Spraying of the football areas on the playing field this had been covered in the Open Session

10.5 Update on installation of zip wire. Cllr Sammons, Chair of the Estates Committee, informed the Parish Council that Lay member Roger Merry was collating quotes for the purchase of the zip wire which already had earmarked funds allocated. This would be discussed further at the next Estates meeting in August.

The meeting closed at 8.40 p.m.

**Date of next Parish Council meeting Thursday 27 July 2017.**

I confirm that the above is a correct record of the meeting held on 29 June 2017.

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Chairman

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Date