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**Minutes of the Meeting of Wickhambrook Parish Council held on 29 September 2016
at 7.30 p.m. in the Pavilion of MSC Hall**

Present

Cllrs. K. Sammons (Vice Chairman) Chairing the meeting, J. Barton, J. Claydon, J. Walker and J. Wilson

County Cllr. M. Evans present until 8.10 p.m.

Clerk S. Thorburn

There was one member of the public present until 8.20 p.m.

The Chairman welcomed everyone to the meeting

1. Apologies for absence

Apologies were received from Cllrs P. Couzens (Chairman), K. Merritt, and J. Midwood
Borough Cllr. C. Pollington

2. Minutes of the Parish Council meeting held on 25 August 2016.

The minutes were signed as a correct record.

3. Matters Arising from previous minute

3.1 The Clerk had emailed County Cllr Evans with a request for a grit bin at Clopton Park
This had now been added to the list.

The Clerk had emailed County Cllr Evans with comments on the grass cutting contractors.
Contracts would be discussed in the open session.

3.2 Item 9 from the previous minutes. The Clerk had provided bank account details to Cllr
Sammons to liaise with NatWest regarding online viewing of accounts. Cllr Sammons had been
given a further form for completion and was in the process of investigating this.

4. Declarations of interest in agenda items

Cllr Wilson declared an interest in items 8.1.9 and 16.

5. OPEN SESSION 7.35 pm

5.1 The Chairman read a report from **Borough Cllr. C. Pollington** to the meeting which stated that
the Hub was still going through the planning process, no further details regarding devolution had
been released. The Borough Councillor was pleased to have been invited to the opening ceremony
of the MSC kitchen.

County Councillor M. Evans – stated that it had been an honour to be invited to open the MSC
kitchen and it was an excellent facility now.

Broadband update: a broadband cabinet at Bury Road would be operating by the end of the month.
Malting End was scheduled to go live mid-October. An email had been received from a resident

regarding the Ashfield Green area and it was reported that a BT pilot exercise would map what was
already on the ground. Many more cabinets were to be installed in the next phase which may mean
this area could be better served by the second half of 2017. The program would be finished in 2019.

Highways update: the delay in the re-instatement of road markings following surface dressing had
caused problems particularly outside the school. A discussion had taken place to ensure this did not
happen in the future.

Contracts generally had been looked at and a new contractor had been appointed to maintain
drainage gullies and pipes. Traffic management would be undertaken by the Highways Department
themselves and the call centre was to move to the team hub in Ipswich.

An enquiry about an overhanging tree at The Duddery was being investigated regarding who
was responsible for pruning.

The County and Borough Councillors had met with Ian Gallin for further talks regarding Kelly's
Meadow to endeavour to try and resolve the situation.

A meeting regarding Devolution had been delayed to late November which should result in a final
decision.

A meeting was to take place next week with the Police to discuss presentation of the data from the
VAS machine.

Chairman

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With regard to rural crime this should always be reported as this may encourage an increase in funding.

The problem of parking outside the village school was then discussed and it was hoped that the re-instatement of the markings would help the situation.

CLOSURE OF OPEN SESSION 8.10 p.m.

6. Planning

6.1 Applications considered by Parish Council.

6.1.1 DC/16/1704/FUL Park Gate Barn, Ousden Road. Two storey front extension and link extension.

No objections

6.1.2 DC/16/1649/HH Glebe House, Church Road. Single storey rear extension, two storey front extension and side porch.

No objections

6.1.3 DC/16/1852/VAR Keswick, Ousden Road. Variation to existing planning 3 bay cart lodge to replace garage.

No objections

6.2 Applications granted/refused/withdrawn by the Borough Council.

6.2.1 DC/16/1096/HH The New House, Coltsfoot Green. Single storey extension to detached garage to form annexe. Approved.

6.3 Any other planning matters.

6.3.1 DC/16/2014/TE3 planning consultation for removal of payphone

No objections and the Clerk was instructed to inform the Planning Department that the Parish Council wished to adopt the telephone box. Proposed by Cllr Walker and seconded by Cllr Barton.

7. Clerks Report

7.1 Circulated documents

7.1.1 Devolution document response. The Clerk was instructed to respond to the document on the Suffolk County Council website stating that the Parish Council objected to an additional tier of local government.

7.1.2 Disclosable pecuniary interest forms. The Clerk was required to post these with initialled amendments to the Borough Council and the Councillors were requested to return the forms as soon as possible.

8. Finance

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

8.1.1	002163	S Thorburn (Clerk) salary for Sept includes incremental rise backdated to 1.4.16	£ 659.28
8.1.2	002164	S. Thorburn Home as Office allowance Jul-Sept	45.00
8.1.3	002165	Ladywell Accountancy Services internal audit 2015/16	180.00
8.1.4	002166	GSigns and Designs – health and safety playground signs	67.20
8.1.5	002167	Royal British Legion Poppy Appeal	50.00
8.1.6	002168	Wickhambrook MSC hall hire June - Aug	70.00
8.1.7	002169	Wickhambrook MSC hall hire May	28.00
8.1.8	002170	John Crysell – repair chapel locks, put up playground signs	66.00
8.1.9	002171	Mdsign Internet Services June - August	169.50
8.1.10	002172	Wasted cheque	0.00
8.1.11	002173	E.On chapel electricity to 10.9.2016	11.26
8.1.12	002174	D King and Son – Grounds maintenance second payment	3000.00
8.1.13	002175	D King and Son – dig out pond Coltsfoot Green	876.00
8.1.14	002176	D King and Son – Moor Green install painted posts	532.80
8.1.15	002177	D King and Son – clear old cemetery work to date	2100.00

8.2 Recent income for information.

8.2.1	Wickhambrook Youth Football Club ground rent	10.00
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Chairman

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9. Village project funding donation concerning Cemetery Road Development

Cllr Sammons explained that a possible amount of £50000 may be granted and additions to the Skate Park could be considered. The Councillors discussed other possibilities and further discussions would take place concerning a suitable use for such funding.

10. Highways matters

10.1 Lighting on footpath from MSC to Browns Close – the footpath was closed and work had started.

10.2 Vehicle Activated Signs agreement with Lidgate Parish Council. The agreement was signed by The Chair and the Clerk was instructed to forward it to Lidgate for signature and return. All agreed the immediate sharing of the machine and the delegated persons responsible to receive and send emails upon receipt of the machine.

10.3 Email from resident regarding speeding in the village. A discussion took place regarding this problem and the various deterrents. The Clerk was instructed to reply to the resident as the Councillors had agreed to push forward with the VAS data collection with the priority being outside the school and this may have a calming effect on traffic throughout the village.

10.4 Email to Headteacher of Wickhambrook Primary School regarding parent parking and telephone report from member of the public. A reply had not been received from the school and the re-instatement of markings had been dealt with in the open session.

11. Estates Committee matters

11.1 Bury Road playground perimeter fencing decision regarding type required. The Clerk was instructed to inform the contractor to install option 1 – 1.2 metre chain link fencing with concrete posts as soon as possible.

11.2 Email from resident regarding drainage work at Coltsfoot Green. This was referred to the Estates Committee.

11.3 Cost of additional dog waste bin. This was referred to the Estates Committee.

11.4 Removal of poles from Attleton Green. The removal of the poles was agreed.

11.5 Jubilee Oak plaque possibility of removal from tree guard. Cllr Wilson would attend to this.

11.6 Query from Footpaths Officer regarding the footpath that runs from Bretts Farm on the Farley Green road due east. This was discussed and the Clerk was instructed to report the ownership of the footpath to the Footpaths Officer..

12. Arrangements for Remembrance Sunday.

Cllr Wilson would lay the wreath on behalf of the Parish Council. The Clerk was instructed to inspect the cleanliness of the monument.

13. Wickhambrook United Charities appointment of Wickhambrook Parish Council representative trustee.

All agreed with the appointment of Lucy Lawson as the second representative.

14. Christmas message to Parish from Parish Council for inclusion in Clerk's report.

All agreed to send a Christmas message to the Parish.

15. To confirm the amount of the previous Clerk's gratuity to be gifted as vouchers.

All agreed on the amount of £200.

16. To discuss possible changes to Wickhambrook Parish Council website.

All agreed a review was a positive action and the Clerk was instructed to liaise with Mdsign to gain more information as to possible changes. A newsletter would not be required on a new website.

17. Response to the LIAS 1393 Precept Consultation.

All agreed to object to automatic referendums and the Clerk was requested to send a message via email.

18. Request for funding to support the 'Over 60's' Christmas village gathering.

All agreed the amount of £250 towards the entertainment. Proposed by Cllr Walker and seconded by Cllr Barton.

The meeting closed at 9.15 p.m.

Next meeting – Parish Council meeting to be held on Thursday 27 October 2016.

I confirm that the above is a correct record of the meeting held on 29 September 2016.

Chairman

Date

DRAFT

Chairman

Date