

10377

**Minutes of the Meeting of Wickhambrook Parish Council held on 30 June 2016  
at 7.30 p.m. in the Pavilion of MSC Hall**

**Present**

Cllrs. P. Couzens (Chairman), J. Claydon (arrived at 8.25 p.m.), K. Merritt,  
and J. Wilson

Borough Cllr. C. Pollington

Clerk S. Thorburn

There was one member of the public present until 8.00 p.m.

The Chairman welcomed everyone to the meeting

**1. Apologies for absence**

Were received from Cllrs. J. Barton, J. Midwood, K. Sammons and J. Walker  
County Cllr. M. Evans was unable to attend but had sent a written report.  
Borough Cllr. C. Pollington attended but gave apologies to leave  
at the end of the Open Session.

**2. Minutes of the Annual Parish Council meeting held on 26 May 2016.**

The minutes were signed as a correct record.

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

Twelve month action plan and Financial Regulations had been revised and all agreed to  
adopt the documents.

**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** – A description of housing development in Bury St Edmunds was given.  
A donation of £500.00 had been sent towards the fund to celebrate Her Majesty's 90<sup>th</sup> birthday in the  
village and a further £100.00 would be donated to the Carnival fund.

The meeting regarding Kelly's Meadow had resulted in Alan and Janet Willis requesting support from  
Parish Councils as there had been a delivery of another large mobile home at Kelly's Meadow without  
further permission to do so. During delivery traffic was brought to a halt on the A143 in breach of  
planning regulations that apply to this site. There has been no improvement made to the visibility for the  
access to Kelly's Meadow which involves a piece of land forming the verge, the ownership of which is in  
dispute. All agreed to send a letter stating this view.

A written report from **County Councillor M. Evans** was then read to the meeting by the Chairman:

This is attached to minutes on file. The Parish Councils response to questions asked was as follows:

The Parish Council are happy for the Byways to be closed to vehicles for a further period but thought this  
should be fairly short as they were gradually drying in the slightly better weather.

The Parish Council agreed to write supporting Depden Parish Council to object to the further expansion  
of the number of static homes on the site with no permission or improvement to visibility of access. Cllr  
Pollington has given us Ian Gillan as the person to whom this should be addressed.

All agreed that there was no need for further action in the two locations mentioned with regard to  
speeding. Ashfield Green was already monitored by the VAS machine and a new home was being built  
which had temporarily increased HGV traffic. They felt concern should mainly be centred around the  
school area and they would monitor the rest of the village and report should things deteriorate further.

**CLOSURE OF OPEN SESSION 8.00 p.m.**

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Chairman

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**6. Planning**

6.1 Applications considered by Parish Council.

6.1.1 DC/16/1096/HH The New House, Coltsfoot Green. Extension to garage to provide an annexe. Approved

6.2 Applications granted/refused/withdrawn by the Borough Council

6.2.1 DC/16/0720/HH 49 Nunnery Green. 2 metre high close boarded fence. Withdrawn

6.2.2 DC/16/0771/LB Lane Cottage, Coltsfoot Green. Repaint off white with green woodwork. Approved

**7. Clerks Report**

7.1 Circulated documents

Re-siting of dog waste bin at Coltsfoot Green. Borough Cllr Pollington would investigate and report action to be taken.

**8. Finance**

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

8.1.1	002140	S Thorburn (Clerk) salary for June	514.80
8.1.2	002141	J Crysell- signs in play area, remove PC noticeboard	181.30
8.1.3	002142	SALC cemetery management training – P Couzens	96.00
8.1.4	002143	S Thorburn (Clerk) home as office April-June	45.00
8.1.5	002144	Eon – chapel electricity to 8/6/2016	18.89
8.1.6	002145	Saxon Monumental Craft – play equipment cleaning	180.00
8.1.7	002146	MSC recycling credit	958.37

8.2 Recent income for information.

8.2.1	Queens Birthday Celebrations – St Edmondsbury BC	500.00
8.2.2	St Edmondsbury BC recycling credit	958.37
8.2.3	L Fulcher – funeral director	160.00

8.3 Other financial matters

8.3.1 Request from Carnival Committee for donation – All agreed to donate £272.64 to the Wickhambrook Carnival to cover first aid facilities

8.3.2 Progress with Clerk's access to bank account information – The Clerk would attend the bank with the completed form Cllr Barton had secured and if this was not successful the Chairman would accompany the Clerk to the bank in an attempt to progress this further.

8.3.3 Update on MSC kitchen – A letter had been received from the Secretary of the MSC informing the Parish Council that work on the kitchen refurbishment would start on 11 July.

8.3.4 NJC Salary Payscales 2016-18 – This was to be discussed at the Parish Council July meeting when further information about the Clerk's payscale would be available.

**9. Highways matters**

9.1 Lighting on footpath from MSC to Browns Close – Borough Cllr. C. Pollington had agreed that the Clerk should now investigate the delay.

9.2 Vehicle Activated signs. Cllr. Barton had written a report for the next edition of The Scene. Any other matters – Cllr. Merritt requested that the Clerk report the need for hedge cutting on the path from the car park near Moor Green leading towards Cemetery Road after a request from a resident. Cllr. Wilson requested that the Clerk report a damaged manhole cover outside the Almshouses in Church Road. The Clerk reported several enquiries from residents regarding the delay in cutting verges in the villages but Highways had given wet weather and staff shortages as reasons for this.

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**10. Estates Committee matters**

10.1 Footpaths Officer – (agenda item 10.1 refers to the Footpaths Officer in his previous role as Clerk). Cllr. Wilson proposed and Cllr. Merritt seconded

that Cllr. Sammons should liaise with the previous Clerk, Roger Medley, regarding the purchase of a lawnmower in recognition of his services to the Parish Council.

10.2 Litter Pick – Sunday 10 July at 11.30 a.m. - The Clerk confirmed the start time and the Chairman suggested it should be displayed at the Carnival bar and barbeque.

10.3 Replacement goal post request from Youth Football Club - the Clerk was instructed to investigate the cost of removal of the old goal posts and instruct accordingly. All agreed not to replace them at a cost to the Parish at this time.

Any other matters resolved from draft minutes – the Clerk gave a brief report on Bury Road playground stating that although a preliminary inspection had been done confirmation of Transfer had still not been received.

**11. Rural South Watch (RSW) update**

The Clerk had been in contact with RSW and had received communication that a link from the website would not be appropriate.

**12. Queen's 90<sup>th</sup> Birthday report**

A report from Cllr. Midwood was read to the meeting by the Chairman and a special thank you to the Pettit family was discussed.

The meeting closed at 8.35 p.m.

**Date of next Parish Council meeting Thursday 28 July 2016.**

I confirm that the above is a correct record of the meeting held on 30 June 2016.

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Chairman

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Date