

**Minutes of the Meeting of Wickhambrook Parish Council held on 25th September 2014
at 7.30 p.m. in the Pavilion of MSC Hall**

Present

Cllrs. K. Sammons (Chairman), K. Merritt, J. Norton and J. Wilson.

County Cllr. M. Evans.

Borough Cllr. D. Redhead (until 8.20pm)

Clerk R. Medley.

Four members of the public. Most left at the end of the Open Session but one remained until 21.26.

1. Apologies for absence.

Apologies were received from Cllrs. Bradbury, Claydon and Couzens. Cllr. Walker did not attend.

2. Minutes of Parish Council meeting held on 28th August 2014

The minutes were signed as a correct record.

3. Matters Arising (for information)

3.1 Item 17.2.2 of previous meeting – Wickhambrook website had been entered for the SALC ‘Website of the year’ competition.

3.2 Item 17.2.4 of previous meeting – Tree offer from Woodland Trust. All Autumn trees had been allocated. Applications were invited for Spring 2015 and the deadline was 7th January. The matter would be considered at the Estates Committee.

4. Declarations of interest in agenda items

There were no declarations of interest.

5. OPEN SESSION 7.35 pm

5.1 **Address by the Mayor of St Edmundsbury Councillor Robert Everitt.** Upon accepting the honour of the position of Mayor of St Edmundsbury, Cllr. Everitt decided to visit parish councils and personally thank the volunteers for the time and effort they put into their work. He presented the Council with a scroll commemorating the 800th anniversary of the signing of the Magna Carta by the Barons of England.

5.2 **Keith Warnock, Chairman of the junior football teams,** told of recent vandalism of football equipment. The Clubs needed safe storage and the ideal solution would be a metal container placed near the hedge beside the Tennis Club pavilion. Cllrs. were willing to consider the proposal but felt that neighbouring householders should be consulted first. Keith offered to draft a letter.

5.3 **Peter Vince, Organiser for the Community First Responder Team,** explained that volunteer numbers had dropped from 7 to 2. The main difficulty was the need to commit 4 hours a week to duties. The team was receiving about 2 calls per month. Cllrs. suggested opportunities for increasing publicity. **Borough Cllr. Derek Redhead** reported that the Vision 2031 documents for Bury St Edmunds, Haverhill and the Rural Areas had been adopted. The field next to Kellys Meadow site had been sold but the purchaser was unknown.

County Cllr. M. Evans had offered to contribute money to the improvements of the ford area of Wash Lane. She understood that road lip would be modified and the footbridge replaced. She had no further news on the lighting bollards, the culvert at Attleton Green or the ‘stopping off’ of the highway in Clopton Park area.

Cllr. Norton reported a recent injury to a pedestrian caused by the poor state of the minor road running parallel to Shop Hill. This road was the responsibility of Suffolk County Council Highways.

Police Report (written) The only crime in the last month was criminal damage to the Parish Council notice board at Clopton Green. PCSO 3031 had changed her name from Claire Fuller to Claire Ross.

CLOSURE OF OPEN SESSION at 8.30pm

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Chairman

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Date

6. Planning

6.1 Applications considered by the Parish Council

6.1.1 DC/14/1413/LB Black Horse Farm, Ashfield Green. Construction of timber garage.

6.2 Applications granted/refused/withdrawn by the District Council

6.2.1 DC/14/0579/FUL Claydon Yieldometer Ltd.,Gaines Hall, Attleton Green. Erection of new buildings and extensions to existing building and vehicle parking. Refused

6.2.2 DC/14/0796/VAR Claydon Yieldometer (as above). Retention of barn, creation of access road and landscaping. Approved

6.2.3 DC/14/0797/VAR Claydon Yieldometer (as above). Continued use and retention of existing buildings. Approved

6.3 Any other applications

6.3.1 DC/14/1267/FUL Plot rear of 8 Bunters Road. Change of use of garden land to create 3 bedroom dwelling. Councillors considered this proposal and agreed to object to the application. The reasons were that the building was too big for the site, there were potential problems with shared access and parking and a development such as this would be creating as precedent. In summary it was felt that this was inappropriate overdevelopment.

6.3.2 Update on Plumbers Arms. There was no further news.

7. Clerk’s Report.

7.1 Circulated documents.

7.1.1 Community Led Planning. Cllrs. approved Cllr. Bradbury’s recommendations and requested that he continue his investigations into funding and sources of outside help.

7.2 Other matters.

There were no other matters.

8. Finance.

8.1 The following payments were approved.

8.1.1	001940 E-On Electricity use in Chapel (up to 18 th August)	5.48
8.1.2	001941 E-On Electricity use in Chapel (19 th Aug. to 7 th Sept.)	8.87
8.1.3	001942 St John Ambulance. First Aid Cover for the Carnival	371.28
8.1.4	001943 HMRC Employer payments (months 4 to 6)	388.20
8.1.5	001944 Wasted cheque	
8.1.6	001945 R. Medley Purchase of printer cartridges	38.68
8.1.7	001946 R. Medley. Salary for September	501.30
8.1.8	DD BT Phone rental in August	28.70
8.1.9	DD BT Internet charges from July to September	72.00

8.2 The following income was noted.

8.2.1	Headstone placement (J.G.Cross)	126.00
8.2.2	Reservation of 2 cremated remains plots (private)	110.25
8.2.3	Interment (Martin & Sons)	73.50
8.2.4	Second inscription (Hanchets)	26.25

9. Audit matters

9.1 Alternative Internal Auditor. SALC charges would be in excess of £182 compared with £155 from Heelis & Lodge. The Clerk was instructed to look at other alternatives.

9.2 Registration with the Information Commissioner’s Office. A Certificate of Registration had been received on 15th September 2014 along with confirmation that the Parish Council was now on the register of data controllers.

9.3 Audit Return for 2013/14. There were no recommendations. The contents were noted and the pack would be placed on circulation.

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Chairman

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Date

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10. Highway Matters

- 10.1 Footbridge across the ford in Wash Lane. Please see Open Session.
- 10.2 Footpath from MSC to Browns Close. Lighting bollards were available from several sources and were priced around £400. County Cllr. Mary Evans offered to progress the matter.
- 10.3 Vehicle Activated Signs. Anthony Smith, Highways Engineer, and a colleague had visited on 22nd September and had given tentative approval to 5 sites including 2 adjacent to the School. Paperwork and costs would follow.
- 10.4 Hedges. Letters had been sent to some landowners. Details would be discussed at the Estates committee meeting.
- 10.5 Damage to Bury Road notice board. The glass had been smashed for the second time in 12 months. Cllrs. agreed that the frame be removed and all notices laminated.

11. Estates Matters (Draft minutes had been circulated)

- 11.1 Bury Road playground. The ‘Stopping Up’ process was in the hands of the County Legal department.
- 11.2 Moor Green. Julian Girling was arranging the installation of perimeter posts.
- 11.3 Fireworks on the ‘Six Acres’. Permission was granted for the display on 8th November.
- 11.4 Memorial Garden. Staff from the School were willing to consider the proposals. Details would be discussed at the next Estates meeting.

12. Amendments to Standing Orders. Cllr. Sammons had circulated suggested changes. A final version would be agreed at the October meeting.

13. Proposed changes to the Scene. In the absence of Cllr. Bradbury this matter was postponed.

14. Rejuvenated Village Clubs.

- 14.1 Older Persons Club. 10 parishioners had shown interest in attending . A meeting of 6 potential organisers had been arranged for 6th November.
- 14.2 Youth Club. It was understood that there had been reasonable interest.

15. Affordable Housing. The Parish Council was now a member of the Community Land Trust.

16. Reports from representatives from other village organisations

There were no reports.

17. Quotes for replacement Biscuit Barrel box. This item would be postponed until the next meeting.

Correspondence

- 17.1 There were no comments on correspondence previously circulated.
- 17.2 Correspondence requiring responses.
 - 17.2.1 The contents of the Strengthening Local Democracy document would be placed on the website and Facebook.
 - 17.2.2 Cllr. Norton and the Clerk would attend the Gritting Workshop and Parish Conference.

Date of next meeting – Thursday 23rd October 2014.

Meeting closed at 9.26 pm

I confirm that the above is a correct record of the meeting held on 25th September 2014.

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Chairman

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Date