

**10173 Minutes of the meeting of Wickhambrook Parish Council held on  
30<sup>th</sup> September 2010 at 7.30 p.m. in the MSC Pavilion.**

**Present**

Cllrs. J. Claydon (Chairman), V. Mayes, K. Sammons, E. Taylor, J. Walker and J. Wilson. County Cllr. Midwood, Borough Cllr. Redhead, and PCSO 3140 Alex Foster.  
Clerk R. Medley.

There were six members of the public present (County Cllr. Midwood left at 8.10; Borough Cllr. Redhead left at 8.20 and PCSO Foster arrived at 8.10 and left at 8.55)

**1. Apologies for absence.**

Cllr. K. Merritt's apologies were accepted.

**2. Minutes of Parish Council meeting on 26<sup>th</sup> August 2010**

Cllr. Taylor pointed out that under item 10.1 the £520 underwrite applied to 2011, not the current year. Apart from that the minutes were accepted as a correct record and signed by the chairman.

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

Copy correspondence referring to previous agenda items 7.3.2 (Village design statement), 14 (Council Tax Referendum), and 16 (Community Governance Review) was tabled. This would be circulated.

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

Cllrs. Claydon and Wilson declared an interest in 7.1.1, Cllr. Sammons in 9.1.2 and Cllr. Taylor in 13.6

**OPEN SESSION**

**5. Kelly's Meadow.**

Members of the Steering Group had asked the Borough for a further update particularly on the financial situation and the traffic/highway survey. The planning application was still expected at the end of the Summer but had not been included on the October list of applications.

**6 Report from County Cllr. Midwood.**

County Cllr. Midwood referred to the Suffolk County Council proposed outsourcing of services and assured everyone that there would be full consultation. 80% of Adult Care was already outsourced so the Council had experience of this type of change. As a result of these proposals Highways and Schools etc., could be run differently.

The Village school needs a new community governor. Cllr. Midwood had received several complaints about the Demand Responsive Transport service particularly from the far side of the A143. She would welcome comments about the out of hours doctor's service.

**Report from Borough Cllr. Redhead.**

Cllr. Redhead mentioned the difficulty of catering in the Apex. EU rules precluded the use of outside caterers. Increased planning responsibilities were being considered for Parish Councils but Cllrs. would need to be elected rather than co-opted. Two new members of the Standards Board were required from parish councils. Cllr. Sammons asked for further details.

**Comments by Police representative PCSO Alex Foster**

Only one offence had been recorded in Wickhambrook over the last month but members present knew of recent offences that had yet to be added to the records. Information was required about a dark blue transit van without decals containing three males 'in need of a wash', and a white old style transit van. The number plates contain a letter, three digits and three letters. The next Policing Priority meeting will be held in Stanton village hall on 7<sup>th</sup> December between 7 and 9pm.

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**Chairman**

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**Date**

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**CLOSURE OF OPEN SESSION**

**Cllrs. resolved that a time limit be imposed on the Open Session in future meetings and agreed that this should be 8.30 pm.**

**7. Planning Matters**

- 7.1 The following applications were considered
  - 7.1.1 SE/10/1071 Grove Farm, Attleton Green.
- 7.2 Applications granted/refused/withdrawn by the Borough Council
  - No applications

**8. Clerk's Report**

- 8.1 Circulated Documents
  - 8.1.1 Modernisation of Registration Service in Suffolk. The Clerk was instructed to reply.
- 8.2 Other matters
  - 8.2.1 Clerk's Holiday from 3<sup>rd</sup> to 11<sup>th</sup> October. Cllr. Mayes offered to be the Parish Council contact in the Clerk's absence.
  - 8.2.2 Possible expenditure on computer. Cllrs. authorised expenditure of up to £50 on servicing the Parish Council computer.
  - 8.2.3 Distribution of non-priority emails. Cllrs. decided that no changes were necessary

**9. Finance.**

- 9.1 The following payments were approved.

9.1.1 001602 Mdsign Internet services June to August	165.97
9.1.2 001603 Rainbird Partnership Printer cartridges	61.41
9.1.3 001604 HMRC Employer payments	339.32
9.1.4 001605 E-On Electricity use in Chapel	12.43
9.1.5 001606 BDO External Audit	334.88
9.1.6 001607 R. Medley Travel to Clerk's Networking day	28.00
9.1.7 001608 R. Medley Salary for September	424.30
9.1.8 DD TalkTalk Broadband payment for August	21.90
9.1.9 DD TalkTalk Broadband payment for September	23.64
- 9.2 The following income was noted.
  - 9.2.1 Donation to Playground Improvement fund 1250.00
- 9.3 BT v TalkTalk 'all-in' packages. Cllrs. agreed that the TalkTalk package be adopted.

**10. Completion of Audit for 2009/10.**

Cllrs. noted the recommendation that an increase in the level of Fidelity Guarantee be considered. The current level of cover is £50,000; the maximum reserves at any one time could total £66,000. The Clerk was instructed to enquire about additional premium required to increase the level of cover to £75,000 and £100,000.

The audit documents would be placed on circulation.

**11. Parish Plan.**

Cllr. Mayes gave an update. A bank account had now been opened. The letters to be sent to stakeholders were almost ready. Thought was now being given to grant applications.

**12. New Strategic Direction from Suffolk County Council (circulated 21.9.10)**

Cllrs. preferred not to comment at this early stage of the initiative.

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**Chairman**

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**Date**

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**13. Correspondence**

- 13.1 Festival of Remembrance at the Apex. Cllrs. agreed that this event be advertised on the notice board.
- 13.2 Countryside Alliance Awards. No action to be taken.
- 13.3 Letter from Scouts ref: litter pick. The Clerk was instructed to praise the group on their good work.
- 13.4 Preparations for the coming winter. The Clerk was instructed to complete the questionnaire suggesting where grit heaps were most needed and to put an article in the 'Scene' stressing the need for the volunteer grit spreaders to be insured.
- 13.5 Is your community prepared for an emergency? Cllr. Sammons explained that Chris. Matson was showing interest in becoming the village emergency officer.
- 13.6 Letter from Scouts ref: financial support. Cllrs. felt that every encouragement be given to the groups and leaders and resolved that £300 be donated towards the purchase of camping equipment.
- 13.7 Consultative document on proposed park bye-laws. The Clerk was instructed to respond making use of the comments of Cllr. Taylor and Mike Kemp.
- 13.8 SALC AGM on 8<sup>th</sup> November. It was hoped that Cllr. Merritt would attend.
- 13.9 Training day on village greens and common land. No further action to be taken.

**14. Progress on registration of village greens**

A letter from the Land Registry had been received confirming that village greens 63 (Coltsfoot Green), 64 (Moor Green), 65 (Genesis Green) 66 (Attleton Green) and common land 70 (Badmondfield End) were unregistered. If the Parish Council wishes to apply for voluntary registration it must provide evidence of ownership. The Clerk was trying to obtain a copy of the Commons Commissioner's original decisions.

**15. Latest LDF newsletter.**

No action to be taken.

**16. Publicity and making the Parish Council more accessible.**

Cllr. Taylor reported on a meeting with those currently responsible for the 'Scene'. The income from advertising just about covered the costs of production so there was little money raised. There was general acceptance by everyone involved that a new approach to village newsletters would be beneficial.

**17. Progress on 'Affordable Housing'**

Cllr. Sammons reported on recent visit to the village by a Senior Planning Officer. Several possible sites were visited and discussed. Four sites were shortlisted and these had provisional support of the Planning Department. Icen/Suffolk Housing representatives were now trying to contact the owners.

**18. Demand Responsive Transport**

Cllr. Mayes gave an update. The majority of comments from those who had used the service were favourable.

**Date of next meeting.**

Thursday 28<sup>th</sup> October 2010 in the MSC Pavilion at 7.30 pm.

**Meeting closed at 9.50 p.m.**

I confirm that the above is a correct record of the meeting held on Thursday 30<sup>th</sup> September 2010.

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**Chairman**

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**Date**