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**Minutes of the Meeting of Wickhambrook Parish Council held on 18 January 2018
at 7.30 p.m. in the Pavilion of MSC Hall**

Present

Cllrs. P. Couzens (Chairman), J. Barton, J. Claydon, K. Merritt

J. Midwood and J. Wilson

County Cllr. M. Evans attended the meeting at 8.20 p.m.

Clerk S. Thorburn

Two members of the public were present until 8.45 p.m.

One member of the public attended the meeting at 8.00 p.m. until 8.45 p.m.

The Chairman welcomed everyone to the meeting

1. Apologies for absence

Apologies were received from Vice Chairman Cllr K. Sammons, Borough Cllr. C. Pollington

2. Minutes of the Parish Council meeting held on 30 November 2017.

The minutes were signed as a correct record.

3. Matters Arising from previous minutes

The Clerk reported that all matters arising were itemised within the agenda

4. Declarations of interest in agenda items

Cllr Wilson declared an interest in items 6.1.2 and 8.1.12

5. OPEN SESSION 7.35 pm

5.1 Borough Cllr Pollington had sent a report which was read to the meeting by the Chairman:

1. The Hub is moving forward planning permission has been granted.

2. Brown bin take up is up year on year, churches are exempt of payment.

3. One Council, will we hope save approx £800000 per annum and will reduce duplication costs enormously.

4. KM we are awaiting the costs of a solicitor from Alan Willis once we have that we can move forward Ian Gallin is now on board.

CLOSURE OF OPEN SESSION 7.40 p.m.

6. Planning

6.1 Applications considered by Parish Council.

6.1.1 DC/17/2581 Beckenried, Bury Road. Two storey rear and single side extensions.

No objection.

6.1.2 DC/17/2500/FUL Black Horse Farmhouse, Ashfield Green. General purpose building.

No objection.

6.1.3 DC/17/2427/FUL 4 Wickham House Bungalow, Giffords Lane. Replacement dwelling.

No objection.

6.2 Applications Granted/Refused/Withdrawn by the Borough Council

6.2.1 DC/17/2164/HH Columbine Cottage, Nunnery Green. Single storey rear extension.

Approved.

6.2.2 2DC/17/2297/HH Rolfes Farm House, Church Road. Swimming pool and spa. Approved

6.2.3 DC/17/2075/HH 4 Nunnery Green. Relocate Oil Heating storage to front garden. Approved

6.2.4 DC/17/1821/FUL Adj to Rowans, Nunnery Green. 1 dwelling, 1 carport/shed plus access.

Approved.

Chairman

Date

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7. Clerks Report

7.1 Circulated documents

7.1.1 Communication from the National Association regarding Precept Referendums. This had been circulated to all.

7.1.2 Data protection information from SALC. The Clerk reported that an interest had been registered regarding the provision of a Data Protection Officer. The Clerk was instructed to re-circulate an email concerning a meeting at Kedington with this item on the agenda.

7.2 Update on Outlook file problem. The Clerk had consulted a local person who had been unable to recover the Data files and all agreed to instruct the Clerk to make enquiries to purchase an additional laptop with current applications.

8. Finance

8.1 Cllr Barton proposed and Cllr Midwood seconded payments to be made as listed below

	Cheque no.	Detail	Amount £
8.1.1	002314	S Thorburn (Clerk) salary for January (inc 1% 1/4/17)	599.68
8.1.2	002315	E.On chapel electricity to 8.12.2017	8.51
8.1.3	002316	Hanchets cemetery fee refund as duplicate payment	105.00
8.1.4	002317	Ladywell Accountancy Services – Internal audit	185.00
8.1.5	002318	G Signs and Design Ltd	36.00
8.1.6	002319	Newstalk (Donation)	50.00
8.1.7	002320	Suffolk Accident Rescue Services (Donation)	50.00
8.1.8	002321	Suffolk Family Carers (Donation)	50.00
8.1.9	002322	Marie Curie (Cancer Care) (Donation)	35.00
8.1.10	002323	EACH (Childrens Hospices) (Donation)	35.00
8.1.11	002324	Villager Recorder (Donation)	30.00
8.1.12	002325	Mdsign SSL costs set up and annual fee	354.00
8.1.13	002326	Fenland Leisure Products Ltd - cableway	9444.30
8.1.14	002327	Anglian Water Business Ltd – Bowls Club supply	11.97
8.1.15	002328	S Thorburn – Clerk re-imburement for ansaphone	19.99
8.1.16	002329	Wickhambrook MSC pavilion hire Sept-Dec	72.00

8.2 Recent income for information

8.2.1	St Edmundsbury – S106 cableway grant funds	2393.47
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8.3 Other financial matters

8.3.1 Precept bid application. All agreed and the document was signed by the Chairman and Clerk for submission by 26 January 2018.

8.3.2 Budget approval 2018/19. All agreed.

9. Proposed footpath from Cemetery Road Development and report from meeting on 8 January for discussion

The Chairman and the Clerk had attended a meeting with the developers regarding the request to gift a strip of land under the cemetery hedge to Suffolk County Council Highways Department. The hedge would then be replanted. The land in question was from beyond the metal gates to the boundary with the footpath. A plan had been submitted showing the formation of a footpath. All agreed in principle to this request but the cemetery consisted of consecrated land and the developer would need to agree to bear any costs and administrative tasks associated with the formation of a footpath on the land. The Clerk was instructed to convey this message to the developer the following week to allow for a final check of the position of any graves to be undertaken.

The Clerk had contacted the Planning Office to request S106 monies be made available for a possible artificial cricket wicket on the Six Acres which had previously been discussed and agreed by the Parish Council as an added amenity.

Chairman-----
Date

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10. Request from MSC to change date of 28 June meeting to 21 June due to pavilion booking. Several Councillors could not accommodate this change of date and the Clerk was instructed to request that the MSC honour the original confirmed booking, if this was not possible the Clerk would find an alternative venue for the original date.

11. The Wickhambrook PAD's installation update

The PAD at the Fire Station had been installed and was now available to use, largely due to the efforts of Mr Peter Vince in collaboration with the Fire Service. Reports would be sent to the Clerk from inspections undertaken by Mr Vince periodically. The PAD installation update would appear on the website and in the next edition of The Scene.

12. Highways matters

12.1 Email from resident regarding the condition of the road from Nunnery Green to B1063 The Chairman had met with a representative from the Highways Department and Discussed the problems from water hazard and damage to the road surface. Flood signs were put in place but one had been taken. Ditch clearance and unblocking of drains were discussed.

12.2 Flooding on Mole Hill and subsequent ice hazard. Cllr Midwood again reported running water which then froze causing dangerous conditions to all road users. The chamber at Attleton Green had been completely blocked and the Councillor had made every effort to clear it but it still required attention.

12.3 Email from resident regarding road conditions in the village. This was noted and Would be brought to the attention of County Councillor Evans.

12.4 VAS report. Cllr Barton had received notification that the additional poles applied for in two new locations had been approved. A memorandum had been provided to be signed by the Chairman but Cllr Barton would check that this was required in addition to the original agreement. Speeds of 60 m.p.h. were still being recorded on the VAS machine and this data would be provided to the police.

OPEN SESSION 8.20 pm The Chairman re-opened the session to accommodate the arrival of County Councillor Evans. Highways matters previously discussed were brought to the attention of the County Councillor who urged everyone to continue to use the online reporting facility and attach relevant photographs. The Chairman was requested to send to the County Councillor copies of correspondence with the Highways Department. The problems at Attleton Green and Mole Hill were on the list of works to be done but reminders would be sent to Flowline, the new contractors. Other roads in the village with water hazards should also be reported online. Pot-hole filling would resume once weather conditions improved. The County Council had a re-surfacing programme to include rural roads. It was hoped an open session with a representative from the Highways Department could be planned later this year.

An open session with the Rights of Way Officer from Suffolk County Council was scheduled for 7 p.m. on 7 February at the Sports Pavilion, Clare.

Energy bills tariff clinics had been held in Clare library and it was hope to do more sessions with the Citizens Advice Bureau Manager. The possibility of sending a mini-bus around the villages would be looked at, once dates were in place, to offer transport to the clinics.

The home/school transport consultation regarding restricting access to free school transport would be discussed after the end date in February. Various options were put forward in an effort to find the best solution and keep the service going in some form. Cost savings could be found at different schools looking at vehicle use and possible parent car pool sharing with the offer of priority parking.

Chairman

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CLOSURE OF OPEN SESSION 8.30 p.m

3. Estates Committee matters (draft minutes attached)

13.1 Church Clock repair

The Clerk was instructed to inform Mr Paul Bevan that the Parish Council agreed to the annual service being brought forward and any necessary repair being undertaken at that time.

13.2 Cemetery garden contractors final account

The contractor had completed additional work including placing rabbit netting around the new hedges which had sustained damage already. This work had been discussed with the Chairman of the Estates Committee. The total due had brought the project £252 over the Grant funding plus earmarked funds, all agreed to meet this cost.

14. Interview for Parish Council Vacancy

The three candidates were invited in alphabetical order to outline their application for the post of Parish Councillor and each answered a question regarding the motivation for applying for the post from the Parish Council. The candidates chose to leave the meeting and be notified of the voting outcome the next day.

The Parish Councillors acknowledged the strengths of each of the candidates. The final voting showed a clear majority for Mrs Mary Jolland.

The Clerk was instructed to write to the candidates to thank them for their interest and give the result of the vote.

The meeting closed at 9.00 p.m.

Next meeting – Parish Council meeting to be held on Thursday 22 February 2018.

I confirm that the above is a correct record of the meeting held on 18 January 2018.

Chairman

Date