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**Minutes of the Meeting of Wickhambrook Parish Council held on 30 November 2017
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

Clerk S. Thorburn

County Cllr Evans and Borough Cllr Pollington left the meeting at 8 p.m.

The Chairman welcomed everyone to the meeting

1. Apologies for absence

Apologies were received from K. Sammons (Vice Chairman),

2. Minutes of the Parish Council meeting held on 26 October 2017.

The minutes were signed as a correct record.

3. Matters Arising from previous minutes

All matters included in the agenda

4. Declarations of interest in agenda items

Cllr Wilson declared an interest in item 8.1.8 and 8.1.9

5. OPEN SESSION 7.40 pm

5.1 Borough Cllr Pollington reported that there was currently no further information regarding Kelly's Meadow and a response was expected from Ian Gallin.

St Edmundsbury Borough Council had purchased the NHS and Post Office buildings linked to the master plan.

The Christmas Fayre in Bury St Edmunds had received some negatives from shop holders whose businesses had suffered.

County Cllr Evans reported that the drainage works at Mole Hill were still scheduled on the small works programme and would be undertaken.

Highway Department communications now had a dedicated Councillor.

The home/school transport consultation would not close until the end of February.

Children's Social Services were overspent with mental health issues demanding a large budget.

Adult Social Services were overspent but the Early Intervention Team had proved successful in reducing hospital admissions.

Council Tax would increase to the maximum allowed before a referendum is required i.e. 1.99%

The Social Care element was a 3% increase.

Children's Social Services had received a 'Good' following an Ofsted inspection. A Fostering Appeal would be launched in the New Year.

Scams were an issue for awareness with vulnerable persons needing support.

The posts for the VAS machines should now be available as funding had been re-instated.

CLOSURE OF OPEN SESSION 7.45 p.m.

6. Planning

6.1 Applications considered by Parish Council.

6.1.1 DC17/2164/HH Columbine Cottage, Nunnery Green. Single storey rear extension.

No objection.

6.1.2 DC/17/2297/HH Rolfes Farm House, Church Road. Swimming pool and spa. No objection

6.1.3 DC/17/2075/HH 4 Nunnery Green. Relocate Oil Heating storage to front garden. No objection

6.2 Applications granted/refused/withdrawn by the Borough Council

6.2.1 DC/17/1708/FUL Sunset Bungalow, Meeting Green. 1 no. Dwelling. Refuse application

6.2.2 DC/17/2059/AG1 Black Horse Farm Stables, Ashfield Green. Agricultural storage unit.

Withdrawn/Abandoned

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

Chairman

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7. Clerks Report

The Clerk reported a problem with the Clerk's telephone and all agreed that the Clerk could purchase a new telephone with an ansaphone facility.

7.1 Circulated documents

None

8. Finance

8.1 Cllr Claydon proposed and Cllr Merritt seconded payments to be made as listed below

| | Cheque no. | Detail | Amount £ |
|--------|------------|---|----------|
| 8.1.1 | 002302 | S Thorburn (Clerk) salary for November | 538.88 |
| 8.1.2 | 002303 | S Thorburn (Clerk) salary for December | 538.88 |
| 8.1.3 | 002304 | S Thorburn home as office allowance Oct-Dec | 45.00 |
| 8.1.4 | 002305 | MSC recycling credit | 1049.21 |
| 8.1.5 | 002306 | G Signs and Design cemetery signage | 30.00 |
| 8.1.6 | 002307 | SALC data protection briefing | 26.40 |
| 8.1.7 | 002308 | G Holland chapel refurbishment | 100.00 |
| 8.1.8 | 002309 | Mdsign website updates Sept - Dec | 169.50 |
| 8.1.9 | 002310 | Mdsign website and internet services | 306.00 |
| 8.1.10 | 002311 | Vertas Oct-Dec recreational field mowing | 475.02 |
| 8.1.11 | 002312 | E.On electricity for Chapel | 17.29 |
| 8.1.12 | 002313 | D King and Son village maintenance part payment | 1200.00 |
| 8.1.13 | | BT Broadband charges Oct-Dec | 84.00 |

8.2 Recent income for information

| | | |
|-------|---|---------|
| 8.2.1 | HMRC VAT refund | 3117.91 |
| 8.2.2 | St Edmundsbury BC recycling credit on behalf of MSC | 1049.21 |
| 8.2.3 | Tesco Groundworks | 2000.00 |

8.3 Other financial matters

8.3.1 Draft budget and precept bid

All agreed the draft budget which showed the half yearly position and prediction of spend for the next financial year which would be the precept bid to be confirmed at the next meeting.

8.3.2 Donations to charities proposed by Cllr Wilson seconded by Cllr Barton

| | | |
|----------------------------------|----------|-------|
| Newstalk | Donation | 50.00 |
| Suffolk Accident Rescue Services | Donation | 50.00 |
| Suffolk Family Carers | Donation | 50.00 |
| Marie Curie (Cancer Care) | Donation | 35.00 |
| EACH (Childrens Hospices) | Donation | 35.00 |
| Villager Recorder | Donation | 30.00 |

8.3.3 Clerk's 1% pay increase under the two year pay agreement for local authority staff

Proposed by Cllr Wilson and seconded by Cllr Barton

9. Defibrillator and cabinet installation and anti-dog fouling measures meeting with MSC trustees update

Cllrs Couzens and Barton had attended the meeting and reported that a decision had been made regarding the proposal to not allow dogs off lead and this would not be taken forward. The trustees would approach the school to discuss anti-dog fouling posters.

The electrics for the defibrillator cabinet needed to be approved for the front of the hall.

10. Highways matters

10.1 Vehicle Activated signs

Cllr Barton reported that the position of the signs had been changed and the data downloaded.

Chairman-----
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This showed a high proportion of speeds over 50 mph. This data had been passed to the County Councillor and the Police and a continued police camera van presence was the hoped for outcome. County Cllr Evans reported that two more of these vans had been purchased.

11. Estates Committee matters

11.1 Additional posts to protect Coltsfoot Green

All agreed to accept the quote for eight further posts to protect the green from damage by vehicles parking off road.

11.2 Quote to do refurbishment work on the skate park

The quote from Eibe for £7511.70 for repairs to equipment was agreed by all as this had become a health and safety concern. It was noted that as the equipment had been supplied by Eibe the replacement parts needed to be moulded to their specification. The Clerk reported that Lay member of the Estates Committee Roger Merry was negotiating a tarmac repair in the cost of this quote.

11.3 Request from Carnival Committee to have skip outside chapel

All agreed

11.4 Zip wire installation 27 Nov – 8 Dec

A meeting would be held with the Youth Football Club once installation was completed to discuss the health and safety aspect of the pitch location.

12. Co opted vacancy discuss process for Jan interviews

The Clerk reported that no applications had been received to date

13. Acceptance of Mdsign terms and conditions for developing and maintaining the Website

All agreed to move the website to https at a cost of £135 conversion and £80 per annum. The Clerk was instructed to inform Mdsign.

14. Data protection information from SALC

The Clerk was instructed to reply to SALC that the Parish Council would be interested in the proposal for support to comply with the May 2018 legislation but that the proposed cost was considered to be excessive.

15. Use for adopted telephone kiosk

Cllr Midwood proposed an information bureau which all agreed.

16. Approval for 2018 meetings

Parish Council meetings – Thursday 18 Jan, 22 Feb, 29 March, 26 April, 31 May (Annual Parish Council), 28 June, 26 July, 30 Aug, 27 Sept, 25 Oct and 29 November

Annual Parish meeting Thursday 10 May 2017

Estates Committee meetings – Thursday 8 Feb, 12 April, 14 June, 9 Aug, 11 Oct and Monday 3 December

All agreed.

The meeting closed at 8.20 p.m.

Next meeting – Parish Council meeting to be held on Thursday 18 January 2018.

I confirm that the above is a correct record of the meeting held on 30 November 2017.

Chairman

Date