

Wetheringsett cum Brockford Parish Council
Minutes of the meeting held Monday 7 January 2019, 7.30pm at the Village Hall

Present: Cllrs Mrs C Nickson (Chairman), Mrs A Arnold, T Alston, Mrs E Cain, C Harvey, J Leadbetter, B Lacey and Ms S Payne. District Cllr G Horn, County Cllr A Stringer and one member of the public.

1. **Apologies for absence** were received from Cllrs Mrs E Aldred and R Anscombe.

2. **Declarations of interest relating to items on the agenda** – none.

3. **To receive the following reports:**

Police – report available online.

District Councillor – Cllr Horn reported the district council had started the formal process of budget setting for 2019/20. At present a 2% increase in council tax is proposed which would equate to 6p per week for a Band D property.

Two new policies had been adopted, the Modern Slavery Policy, Homelessness and funding people facing homelessness and a new Tree policy covering maintenance of trees.

The local plan was due to go to the Council at the end of January, officers had been asked to carry out further work on the document. The recent refusal of a large housing development in Debenham had been due to its Neighbourhood Plan proposing smaller development – this decision had given weight to parishes producing their own Neighbourhood Plan. The Mid Suffolk Local Plan, a 1200 page document, would go to consultation during the summer.

An application had been received for locality funding towards the Wetheringsett Cycle Route and Cllr Horn stated he would be delighted to help with the project.

An update on the planning applications along Brockford Road had been provided by Planning Enforcement, if the parish council was aware of any other issues they should be reported to Enforcement.

Queries raised included whether s.106/cil funding would need to be spent before the end of a financial year. Cllr Horn stated there was criteria surrounding cil funding and it was intended that training on the subject would be relaunched.

County Councillor – Cllr Stringer presented his written report (copy attached to the minutes).

Regarding the VAS data recorded on the A140 at Brockford Street, Cllr Stringer stated he would be speaking to his highways speed expert at Suffolk CC before drafting the letter to the police.

Footpaths – nothing to report.

Trees – all the donated trees had now been allocated

4. **Minutes of the meeting held 3 December 2018**

Cllr Mrs Cain proposed acceptance of the Minutes, seconded Cllr Ms Payne and agreed.

5. **Matters arising from the Minutes** – none.

6. **MEETING OPEN TO THE PUBLIC**

The member of the public stated she had read in the parish magazine the need for volunteer parishioners to assist the council with the Village Hall issues and the Neighbourhood Plan, and stated she would be very willing to become involved, particularly with the Village Hall project. The Chairman thanked the member of the public for her offer of help, this was much appreciated. The next step for both projects would be to set up a meeting with all interested councillors and parishioners to formalize the way forward. Dates of the meetings would be forwarded to interested people shortly.

7. **Planning Applications for recommendation to MSDC**

1. DC/18/05521: The Old Forge, Mendlesham Road – Insertion of air vent to rear wall of kitchen to facilitate installation of oven hood and block up old air vent. A recommendation of approval was unanimously proposed, seconded and agreed.

2. DC/18/05424: 1 All Saints Close – removal of maple to ground level. It was proposed, seconded and agreed that the Parish Council did not wish to object.

8. **Planning Decisions received from MSDC**

1. DC/18/03957: Land on Mendlesham Road – Change of use of agricultural land to site domestic mobile home including new vehicular access to highway. **Planning Permission Refused.**

2. DC/18/04112: Meadow Farm Barn, Blacksmiths Green - Discharge of conditions 3246/15 Condition 4 – Remedial Works to timber frame. **Refused Conditions.**

3. DC/18/03956: Land on Mendlesham Road – Change of use of agricultural land to breeding kennels and stationing domestic mobile home including new vehicular access to the highway. **Planning Permission Refused.**

4. DC/18/04924: The Old Forge, Church Street – condition 3 of DC/18/04075 - details of louvered timber box required.
5. DC/18/04943: Park Hall Cottage, Wetherup Street – application under S 73 of Town & Country Planning Act – removal of condition 2 relating to 2784/16 to allow the roof to be changed from a pitched to a hipped roof. **Planning Permission Granted**

9. **Planning Correspondence**

Following refusal of the applications on Mendlesham Road, an update and action that would be taken by Planning Enforcement had been received from the MSDC Planning Enforcement team. Members noted the action.

10. **Proposed Neighbourhood Plan**

Five possible parishioner volunteers had been identified. A meeting date would need to be set and volunteers invited to discuss the process of the plan. The Chairman offered to have an initial conversation with the volunteers.

11. **Wetheringsett Village Hall report**

Cllr Leadbetter reported a balance on the account of £1125.00. Eastern Angles were due to perform on 6 April and the Pantomime would be held on 8 and 9 February. The Hall was currently being used for rehearsals. The School appeared to be happy with the current arrangements. Cllr Ms Payne offered to introduce Cllr Leadbetter to the new head teacher, Annie Hookway.

Maintenance report – The work to the back room was due to be carried out within the next fortnight.

The current village hall project was subject to setting up a volunteer working group to manage the project. Three councillors, Ms S Payne, C Harvey and T Alston had offered to join the group and two parishioners had offered their help. Cllrs Ms Payne and C Harvey to arrange a date for an initial meeting.

12. **Proposed new Village Hall**

It was suggested the current village hall project and the possibility of a new hall were amalgamated as one item under the title of *Use and maintenance of current hall – medium term plan for Village Hall*. Proposed Cllr Ms Payne, seconded Cllr Leadbetter and agreed.

13. **VAS speed awareness and use of equipment on A140 at Brockford Street**

A report on the current data had been circulated by Cllr Harvey – copy attached to the minutes.

Concerns were raised over some of the speeds recorded. It was agreed and Cllr Harvey offered to report on the results in the parish magazine with a request that anyone with details of people speeding should be reported to the parish council. In the meantime Cllr Stringer was taking action with County Highways prior to preparing a letter to the police.

14. **Play Area** – to consider the ROSPA annual inspection report – deferred to next agenda

15. **Wetheringsett Cycle Route report**

A progress report had been circulated to members by Cllr Ms Payne – copy attached to the minutes. The following items for decision arose from the report:

1. Reimbursement of costs of £25.92 incurred by Cllr Ms Payne for the plans required in association with the Listed Building Application. Reimbursement agreed.
2. Whether application was made for use of available s.106 funding and/or Cil funding towards the project. District Cllr Horn had offered funding from his locality budget. It was agreed to await the outcome of that application and Cllr Anscombe's application to the Diss CTC before considering further funding avenues.
3. Whether to allocate any parish council reserves to support the project. Await outcome of 2 above.
4. When to inform the wider community of the project – it was agreed that Cllr Ms Payne would include a report on the project in the next parish magazine. Members recorded thanks to Cllr Ms Payne for her work on the project.

16. **Finance**

1. To consider s.137 donation requests – none
2. S.138B – Purchase of Remembrance Wreaths: £60.00 – purchase of the wreaths had been agreed at the Meeting held 3.9.18.
3. Accounts for payment

K Goudy – RBL Poppy Wreaths	£60.00
Cllr Ms S Payne – Tel Box Plans for LBC application	£25.92
Clerk sal-expen Dec 2018	£271.78

Cllr Alston proposed payment of the above, seconded Cllr Leadbetter and agreed.
4. Finance Report – to agree 2019/20 budget and precept recommendations

The draft proposal with amended recommendation put forward at the December meeting, to include an allocation of £1000 for village hall maintenance, had been circulated to members prior to the meeting. No further queries were raised. Cllr Harvey proposed acceptance of the precept request of £8850, seconded Cllr Mrs Cain and unanimously agreed.

17. GDPR review and report

Cllr Anscombe had encouraged all councillors to complete and return the GDPR data assessment form to the clerk. Two were outstanding. Cllr Anscombe suggested it would be good practice at meetings to ask whether anyone was aware of any breach of GDPR or had any concerns regarding it.

18. Clerk's report/correspondence

Suffolk's PCC, Tim Passmore had confirmed he was proposing to raise the policing element of the council tax by £2 a month per household. He was keen to hear residents views and asked them to take part in a PCC Precept Survey. Respond by Monday 14 January.

MSDC – the exacom public facing module providing a publicly accessible database of developer contributions secured for infrastructure was now live and available to view via the MSDC website. Babergh and Mid Suffolk were the first local authorities in the country to launch such an open and transparent interactive database.

Date of 2019 Annual Parish Meeting – deferred to next meeting.

19. Chairman's Urgent Business – none.

20. Any other business for information exchange/agenda requests

Annual Litter Pick – The Chairman to contact the regular organizer to ask whether she would be willing to organize a spring litter pick.

VAT refund – Cllr Lacey stated he understood there was a new system for reclaiming vat.

Village Hall car park – the school had asked a local contractor to even out the car park surface outside the school gate.

Meeting closed 9pm

Signed:

Chairman

Date: