

**WETHERINGSETT CUM BROCKFORD PARISH COUNCIL**  
**Minutes of the meeting held 3 August 2015**

Present: Cllrs R Anscombe (Chairman), Mrs E Aldred, A Alston, Miss J Canham, J Leadbetter, Mrs S Perry

1. **Apologies for Absence** were received from Cllrs Mrs A Arnold, B Lacey and Mrs C Nickson. The Chairman welcomed Cllr Miss J Canham back to the Council.
2. **Declarations of Interest relating to items on the agenda**  
Item 3.1 – Cllr Miss J Canham
3. **To receive the following reports:**  
Police – A written report was read to the meeting – copy attached to the Minutes. No questions raised.  
County Councillor – no report  
District Councillor – no report  
Footpaths – Cllr Mrs Aldred stated that she walked the village public rights of way regularly and would be willing to act as monitor/warden in the absence of another volunteer. Members thanked Cllr Mrs Aldred for her offer. Contact details for information of parishioners to be included in parish magazine.
4. **MEETING OPEN TO THE PUBLIC** – none
5. **To approve Minutes of the meeting held 15 July 2015**  
Cllr Mrs Aldred proposed adoption of the Minutes, seconded Cllr Mrs Perry and agreed.
6. **Matters arising from the Minutes for report** – none
7. **To consider co-options to fill parish council vacancies**  
The Chairman reported that Mrs Sarah Payne would be will to put herself forward for one of the existing vacancies. Members believed Mrs Payne’s co-option would be beneficial to the council due to her involvement with various community groups. Cllr Leadbetter proposed Mrs Payne was co-opted to the Council, seconded Cllr Alston and unanimously agreed.  
The Chairman reported that he had been contacted by another parishioner interested in joining the council and would make contact with the parishioner before the next meeting to discuss the vacancy.
8. **To consider planning applications for recommendation to MSDC:**
  1. 2551/15 : Hoods, Town Lane – replacement front door. Members unanimously recommended approval of the application.
  2. 2349/15 : The Old Griffin, Norwich Road – installation of solar panels on outbuilding within curtilage of listed building. Four members were in favour of the application, one against and one abstention. Recommendation of approval to MSDC.
9. **Planning Decisions received from MSDC:**
  1. 3519/15 : Land rear of Ceva Logistics, Norwich Road – erection of 3 B8 use storage units with new access arrangements. **Outline PP Granted.**
10. **Wetheringsett Village Hall** – report on Charity Commission Trustee requirement and appointment of additional trustee  
Cllr Mrs Arnold had expressed interest in becoming a Village Hall Trustee. Item deferred to next meeting pending confirmation from Cllr Mrs Arnold.
11. **To consider provision of speed awareness scheme**  
Following consideration of the information provided by Pettaugh Parish Council detailing the process to fund a VAS (approximately £3450) and the criteria for siting a sign it was agreed that advice was obtained from local police offers on the following suggested locations:  
Wetherup Street  
Hockey Hill – between War Memorial and top of hill  
A140  
Church Street – between the Church and Church Cottages  
Park Green – between Park Farm and Town Lane  
Cllr Alston offered to meet with an officer if necessary. Further contact would also need to be made with Mickfield PC for confirmation that they were prepared to share the cost and use of the equipment.
12. **To consider provision of Wetheringsett defibrillator**  
The Chairman to contact Dr Herman.
13. **Dog Fouling – Hockey Hill**  
Following recent publicity about the problem it was reported there had been a noticeable improvement along Hockey Hill and in the cul de sac. The cost of enforceable dog fouling notices had been obtained from MSDC and these ranged from £1.00 - £9.00 each. It was agreed the situation would be monitored following the reported improvement.

14. **Play Area Report** – no report

**15. Wetheringsett Onesuffolk Website**

The clerk reported the site was in the process of being set up. Information about Wetheringsett for the front page was however required. Cllr Miss Canham offered to write a piece about the village and council for inclusion on the front page.

**16. Proposed Wetheringsett Footpath leaflet**

Cllr Mrs Perry produced a map showing all footpaths in the village together with footpath numbers. The style of the proposed map was discussed. Cllr Mrs Perry offered to make further enquiries with Suffolk CC Public Rights of Way regarding the preferred A4 style and cost of producing the leaflet.

17. **To agree Twitter items** - none

**18. Finance**

1. To consider s.137 donation requests

A request had been received from the Headway Charity. Following some discussion on the current method for donating to charities, ie following a request for an annual donation, it was suggested that a system for donations should be adopted. It was agreed this item be included on the next agenda to identify suitable charities and sums to be allocated.

2. Accounts for Payment

SALC – website training	£54.00
Clerk reimbursement July '15	£266.74
Brockford Barn – hire of room July meeting	£20.00

Cllr Alston proposed payment of the above accounts, seconded Cllr Mrs Aldred and agreed.

3. Finance Report

Under budgetary controls the internal auditor had stated that expenditure against budget should be reported at each council meeting. Cllr Leadbetter offered to prepare a summary of expenditure against budget up to the half year (end September 2015).

**19. Clerk's report/correspondence**

1. Overgrown hedges – Town Lane. Confirmation had been received from Suffolk CC Highways that hedge trimming notices had been sent to property owners at Hoods and Plover Cottage.

In addition fingerposts at Park Green and Cedars Hill would be repaired and cleaned and a new 30mph repeater sign and post would be installed near Park Green. The footpath sign in the middle of the village, currently broken and fallen over, had been reported to Public Rights of Way for repair.

2. A140/Brockford junction travelling north – Parish Council request for a filter lane. Suffolk CC Highways had looked into the requested and had responded that the difficulty would be funding. They were unable to give an accurate estimate of cost but were of the view this would be high. The collision record for the junction seemed reasonable in that since 2005 there had been one collision involving serious injury (2011) and five collisions involving slight injury (2005, 2006, 2007 and two during 2010). Highways were of the view the number of recorded collisions were unlikely to justify a safety engineering budget being allocated when compared to other locations where there had been more collisions in recent years.

3. Trees overhanging Mill Cottage, Church Lane – it was reported these were the responsibility of the PCC. The property owner was aware and had been referred to the PCC.

4. MSDC Revised draft Community Infrastructure Levy Charging Schedule – Statement of Modifications. MSDC was inviting public comments on the proposed modifications. Comments to be received by 20 August 2015. Members were requested to view the proposals online and to make individual comments if they so wished.

5. Community Emergency Plan – MSDC Community Emergency Plan Workshops were being held during October to help parishes put together an emergency plan – copy to be held by MSDC. Cllr Alston stated he would prepare a draft document and circulate for members comment.

6. Community Action Suffolk Event – Annual Review and Celebration Thursday 8 October 2015 4pm – 6pm at St Nicholas Centre, Ipswich. This event was noted.

20. **Chairman's urgent business** – none.

21. **Any other business for information exchange/agenda requests** – none.

22. **Date of next meeting – Monday 7 September 2015**

Meeting closed 8.50pm

Signed:

Chairman

Date: