

WETHERINGSETT CUM BROCKFORD PARISH COUNCIL
Minutes of the meeting held 5 October 2015

Present: Cllrs R Anscombe (Chairman), T Alston, Mrs A Arnold, B Lacey, J Leadbetter, Mrs C Nickson, Ms S Payne, County Cllr A Stringer and one member of the public.

1. **Apologies for absence** were received from Cllrs Mrs E Aldred and Mrs S Perry.
2. **To receive declarations of interest relating to items on the agenda** – none
3. **To receive the following reports**
 - Police – a written report had been circulated and read to the meeting. PCSO Ed Wright had informed the Council of his intention to hold a Crime Prevention Evening at the Village Hall on Thursday 22 October between 7pm – 8pm, this was as a result of a number of reported recent outbuilding burglaries. Members suggested this was deferred until November to enable wider publicity of the event.
 - County Councillor – Cllr Stringer presented his report – copy attached to the Minutes. It was suggested that an item be included on the next agenda to go through the proposed Suffolk and Norfolk Devolution document – a collective view from parish councils would provide a more powerful voice on the proposals.
 - District Councillor – a written report was circulated and read to the meeting – copy attached to Minutes. A series of Community and Locality Awards for 2015/16 were now open for nomination with deadline dates of 31 December 2015 and 8 January 2016 respectively. Members were asked to give early consideration to nominations.
 - Footpaths – the two items raised at the last meeting had been reported and awaiting action.
4. **MEETING OPEN TO THE PUBLIC** – No comments
5. **To approve Minutes of the meeting held 7 September 2015**

Proposed Cllr Leadbetter, seconded Cllr Mrs Nickson and agreed.
6. **Matters arising from the Minutes for report** – none
7. **To consider co-option to fill parish council vacancy**

Following presentations from the two applicants at the last meeting, the Chairman reported that Mr Long had withdrawn his application at this stage. Cllr Ms Payne therefore proposed Mr Mark Baker was co-opted to join the council, seconded Cllr Alston and unanimously agreed. The Chairman welcomed Mr Baker to the Council. A declaration of acceptance of office form was completed and Mr Baker joined the meeting.
8. **To consider planning applications for recommendation to MSDC:**
 1. 3422/15 : The Old Forge, Mendlesham Road – replacement of 3 windows in south elevation, replacement of French doors on east elevation, replacement of window on north elevation. Cllr Leadbetter proposed a recommendation of approval, seconded Cllr Mrs Nickson and agreed.
 2. 3392/15 : Mill Cottage, Church Street – remove T1 Green beech tree, pollard Lime tree and re-pollard Lime Tree and Willow Tree. **Cllr Baker declared an interest.** Following discussion of the proposal Cllr Alston proposed a recommendation of approval, seconded Cllr Mrs Arnold and agreed.
9. **Planning decisions received from MSDC**
 1. 2349/15 : The Old Griffin, The Street, Brockford – installation of solar photo voltaic panels on outbuilding within curtilage of a listed building. **PPG**
 2. 2551/15 : Hoods, Town Lane – replacement front door. **LBCG**
10. **Wetheringsett Village Hall report**

Cllr Leadbetter reported that Cllr Mrs Arnold had been added as a Charity Commission Trustee. Events had included a successful play by Curtains Up and future bookings were going well. The development agreement for the new hall would be put in place in November, at that point a working group/sub committee would need to be set up to take the project forward.
11. **Provision of speed awareness scheme**

Mickfield Parish Council had confirmed that it was in the process of obtaining advice from County Highways as to the suitability of sites within Mickfield for use of a mobile VAS and would inform Wetheringsett when this advice was available. In the meantime, following information on the availability of locality budgets, it was agreed that Mickfield Parish Council was asked whether it would be prepared to make a joint application for funding from County Cllr Stringer's locality budget.

12. Provision of defibrillator in telephone kiosk, Church Street

Cllr Baker stated he was willing to take the lead with this project and members thanked him for this offer. Cllr Baker went on to outline the process required, the initial work required on the kiosk which would involve re-glazing 7 or 8 of the glass panels and repainting the whole kiosk and establishing ownership of the land immediately surrounding the kiosk.

Funding the project could be an issue and it was agreed this would need to be with community support. Cllr Baker therefore offered to prepare a report and need for funding for the parish magazine. Other sources of funding suggested included the Town Trust Charity and support from District Cllr Horn's locality budget.

An amount of up to £800 from parish council funds was agreed for the re-glazing and repainting. Cllr Baker agreed to action this work.

13. Dog Fouling – Hockey Hill

This had now become a long running issue with apparently no prospect of improvement.

Further information had been received from MSDC Environmental Health regarding dog fouling guidance and a specimen article for publication in village magazines. Cllr Ms Payne offered to adapt this for the Wetheringsett magazine and it was agreed that provision of two bins, one located opposite the Hockey Hill cul de sac and the other in the vicinity of the cemetery entrance would provide no excuse to dog owners not clearing up after their dogs. Permission to be obtained from Highways regarding siting bins on highway verges.

14. **Play Area report** – no report pending ROSPA inspection report. Cllr Mrs Arnold would be attending a ROSPA training course for volunteers on 16 October. The cost of the course, £33, had been funded by the Wetheringsett Community Trust. Members thanked the WCT for its support.

15. Parish Council Website

Details for the front page were still awaited from Cllr Miss Canham. Cllr Ms Payne offered to arrange links from the village site to the parish council site.

16. **Proposed footpath leaflet** – deferred to next meeting.

17. To consider Wetheringsett PCC request for additional maintenance work in the cemetery

Cllr Baker reported that he had made an inspection of the cemetery trees and stated there was potential to make a huge improvement to enhance the area and to reinstate land lost to overgrown brambles. There was also a suggestion of reinstating a permitted path running through the cemetery from Church Street to Cedar Hill Barns, this would provide safe access to pedestrians attending events at the Barn. Members supported the request for the additional maintenance work possibly with assistance from community working parties lead by the PCC. Confirmation to be send to the PCC asking for further clarification of the work and details of legal ownership of the cemetery grounds when received from the Diocesan Board.

18. **To agree Twitter items** – none

19. Finance

1. To consider adoption of proposed donation police. A policy document drafted by Cllr Ms Payne had been circulated. Cllr Alston proposed acceptance of the document, seconded Cllr Mrs Nickson with the opportunity to up date at any time in the future. Proposal unanimously agreed.

To consider s.137 donation request from Headway.

Cllr Leadbetter proposed a donation of £50, seconded Cllr Mrs Arnold and agreed.

2. Accounts for payment

Rushmere St Andrew Parish Council – ROSPA course £33.00

(reimbursed by WCT)

Clerk's salary/expenses (sept) £245.70

Community Action Suffolk – annual insurance premium £691.69

Headway – donation £50.00

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

2. Finance Report

Cllr Leadbetter had prepared and circulated a summary of expenses against budget to the end of October 2015. Expenses were on track to date and members thanked Cllr Leadbetter for the information provided. There was a request for a third column containing the forecast to the end of the financial year. Cllr Leadbetter to prepare for circulation at the next meeting.

20. Clerk's report/correspondence

1. MSDC Emergency Planning Conference 13 November at Stowupland Village Hall, 2 – 8pm. Cllr Baker offered to attend on behalf of Wetheringsett.
2. SALC – Annual General Meeting, 12 November at 7pm at Blackbourne Hall, Elmswell. Details noted
3. MSDC Parish Liaison Meeting, 5 November at Mid Suffolk Council Chamber, 10am or 6pm. Items for discussion: Neighbourhood Plans and Strategic Housing and the Mid Suffolk Gypsy & Traveller Consultation. Cllr Ms Payne to attend on behalf of Wetheringsett.
4. Suffolk Constabulary – review of local policing in Suffolk and police attendance at parish council meetings.

21. Chairman's Urgent Business – none.

22. Any other business for information exchange/agenda requests

1. Parish Council of the Year Award. Cllr Mrs Arnold reported that Mendlesham Parish Council would like to make a joint Mendlesham/Wetheringsett application for the award in connection with the relocation of the USAAF memorial move to Mendlesham churchyard. Cllr Leadbetter proposed support of the application, seconded Cllr Alston and agreed.
2. Remembrance Sunday Service – Cllr Leadbetter reported that a wreath had been ordered on behalf of the Parish Council.
3. Pavement at Hockey Hill near Hakluyt Close access. The paving slabs were still raised possibly due to the poor drainage. to be reported to County Highways.
4. Potholes at Roamwood Farm corner – to be reported to County Highways.
5. Bus Shelter Hockey Hill. It was reported that the shelter appeared to be leaning. It was agreed maintenance work should be carried out as soon as possible. Cllr Mrs Arnold to meet Mr Shaun Easter at the shelter to discuss repairs up to a cost of £200.
6. Village Fete 2016 – Cllr Leadbetter reported this would take place on 2 July next year.

Meeting closed 9.45pm

Signed:

Chairman

Date: