

WETHERINGSETT CUM BROCKFORD PARISH COUNCIL
Minutes of the meeting held 7 September 2015

Present: Cllrs R Anscombe (Chairman), Mrs E Aldred, Mrs A Arnold, Miss J Canham, J Leadbetter, Mrs C Nickson, Mrs S Payne, Mrs S Perry, County Cllr A Stringer and 3 members of the public.

1. **Apologies for absence** were received from Cllrs T Alston and B Lacey. The Chairman welcomed new Councillor, Mrs S Payne, to the meeting.

2. **Declarations of interest relating to items on the agenda**
Item 3.1 – Cllr Miss J Canham.

3. Reports

Police – a written report was read to meeting. Copy attached to the Minutes.

County Councillor – Cllr Stringer presented his written report – copy attached to the Minutes.

District Councillor – a written report from District Cllr Horn was read to the meeting – copy attached to the minutes.

Footpaths – the following footpath maintenance items were raised for report to Suffolk CC
Public Rights of Way:

Footpath sign in the centre of the village was still down

Footpath 26A was partially blocked by a fallen tree near the Mickfield Road.

4. MEETING OPEN TO THE PUBLIC

Two parishioners, Mr William Long and Mr Mark Baker, were in attendance at the meeting, both having expressed an interest in joining the council. Both gave a short presentation to the meeting covering their interests in the community and the experience they would be able to bring to the council and community. The Chairman thanked Mr Long and Mr Baker for the interest shown in joining the council. Both were asked to observe the remainder of the meeting and invited to attend the next meeting when members would go through the co-option process to fill the vacancy.

5. To approve Minutes of the meeting held 3 August 2015

Cllr Leadbetter proposed acceptance of the Minutes, seconded Cllr Mrs Aldred and agreed.

6. **Matters arising from the Minutes for report** – none raised.

7. **To consider co-option to fill parish council vacancy** – dealt with at 4 above.

8. To consider planning application for recommendation to MSDC

1. 2777/15 : Unit 14, Ceva Logistics, Norwich Road, Wetheringsett.

Install new sprinkler tank and pump house for new sprinkler system. Excavate existing hard standing area and form new ramp down to new docking bay with retaining wall and railings either side. Install 2 no. new docking bays in existing openings with curtain dock shelter, double skimmer doors a swinedock leveller. Demolish internal office and replace with 2 portacabins in new location. Cllr Miss Canham proposed a recommendation of approval, seconded Cllr Leadbetter and agreed.

9. Planning Decisions received from MSDC

1. 1988/15 : Trade Counter Distribution Ltd, Mendlesham Industrial Estate, Norwich Road, Wetheringsett. Use of land for 10 years for stationing one portacabin to form staff room/meeting room. **Planning Permission Granted**

2. 1468/15 : Land east of Park Hall Cottages, Wetherup Street – erection of 4 dwellings, garages and associated works to access. **Planning Permission Refused**

10. Wetheringsett Village Hall – Charity Commission requirement on appointment of additional Trustee

Councillor Mrs Arnold confirmed that she would be willing to become a Village Hall Trustee. Members thanked Cllr Mrs Arnold for agreeing to join Cllr Leadbetter as one of two Trustees. As Custodian Trustees members believed this would be sufficient as a holding situation until it was known whether the new village hall project would progress. Cllr Mrs Aldred proposed Cllr Mrs Arnold as additional Trustee, seconded Cllr Mrs Nickson and unanimously agreed. Cllr

Leadbetter agreed to progress the necessary registration with Charity Commission.

11. To consider provision of speed awareness scheme

Details of the proposed locations for use of a mobile speed camera had been sent to Suffolk CC Highways for comment and awaiting reply. A response was also awaited from Mickfield Parish Council as to whether they were willing to share the equipment with Wetheringsett.

12. To consider provision of defibrillator

Two queries remained as to whether to go ahead with the provision of a defibrillator, (1) the village was very spread out/elongated and (2) did the village have the density of population. A lengthy discussion took place including comments from Mr Mark Baker, a local first responder. Members agreed that any emergency action that could be given to a parishioner in the event of a life threatening situation should be given serious consideration. Grant funding had already been investigated from the British Heart Foundation and the scheme could also include a fund raising initiative in the village. Locating the equipment in the old Red Telephone kiosk was considered the preferred site, this being more accessible than attached to the village hall. The Chairman proposed the Council proceed with the scheme, seconded Cllr Leadbetter and unanimously agreed. The Chairman and Mr Mark Baker to progress.

13. Dog Fouling – Hockey Hill

It was reported there had been several reports of fouling in Hockey Hill since the last meeting. It was agreed that District Cllr Horn was asked for details of the Paws on Patrol scheme, as detailed in his report. Cllr Miss Canham also had access to the scheme and would provide details for consideration.

14. Play Area Report

Rushmere St Andrews Parish Council was organizing a ROSPA course for councillors/monitors of play areas during October at an attendance cost of £33. Cllr Mrs Arnold expressed interest in attending the course. Cllr Mrs Payne stated that Wetheringsett Community Trust would possibly agree to fund the cost of the course. Members thanked Cllr Mrs Arnold for agreeing to attend the course.

Cllr Mrs Arnold reported that a coca cola can had been shattered during the last grass cutting by the lawn mower. Small sharp pieces had been left scattered on the grass. Cllr Mrs Arnold asked that this was brought to the attention of the grass cutter.

15. Wetheringsett Onesuffolk Website

It was confirmed the website was now up and running. A front page containing details about the village and the community was still to be added. Cllr Miss Canham had offered to prepare a draft. Some members had queried whether it was necessary for address/telephone numbers of councillors to be included on the site. The clerk stated that it was usually accepted that members address/telephone/email would be included in published documents to enable parishioners to contact their elected members, but would make further enquiries.

16. Wetheringsett Footpath Leaflet

Cllr Mrs Perry produced a specimen leaflet prepared in conjunction with Suffolk CC. The County Council had given a quotation of £750 - £800 for printing 2000 copies and Suffolk CC would be prepared to share the cost of this sum. It was suggested that the MSLR might contribute, as the Railway would be mentioned in the leaflet. Cllr Mrs Perry agreed to contact the Middy and would prepare a detailed mock-up of the leaflet for final consideration.

17. To agree Twitter items

The following items were agreed:

Defibrillator in the village to go ahead – fundraising suggestions from parishioners welcomed.

Link Twitter to Village Website

Dates of meetings and Fete Meeting

18. Finance

1. To consider policy for support of s.137 donation requests

Details of s.137 donations over the last three years had been circulated for information.

This item had been raised due to the number of people who now self-donated to various charities and in order to avoid any duplication of donations via the precept. It was

reported the criteria for s.137 donations had traditionally been locally based charities assisting parishioners in the village. S.137 donations currently stood at £6.98 per elector, based on the Wetheringsett electoral roll this amounted to approximately £3800 – donations currently made were well within this limit. Following some debate, Cllr Mrs Payne offered to draft a policy document for consideration at the next meeting as a basis for future decisions.

2. Accounts for Payment

Clerk's sal/expenses Aug 2015 - £247.38

Cllr Mrs Aldred proposed payment of the above account, seconded Cllr Leadbetter and agreed.

3. Finance Working Group Report

Cllr Leadbetter reported that he had made a review of expenses against budget for the financial year to date and that expenses so far were within budget, ie overall expenses to date totalled £2,800 against the annual budget of approximately £8000. A written budget would be prepared for consideration at the next meeting.

The Clerk reported that the final audit report had been received from the external auditors BDO and that no issues had been raised other than the initialling of loose leaf minute pages by the person signing the minutes.

19. Clerk's Report/Correspondence

SALC – Newsletter of the Year Competition – it was agreed to enter the Village Magazine in the Competition. Deadline 16 October.

Community Emergency Planning – training for volunteers 13 November. Details had been forwarded to Cll Alston.

CAB Annual General Meeting – 7 October. Details had been circulated.

20. Chairman's Urgent Business - none

21. Any other business for information exchange/agenda requests

1. Cemetery Maintenance – Cllr Mrs Perry reported that the PCC had requested additional cemetery maintenance and responsibility. It was agreed that clarity as to ownership and a defined request on the work required be provided by the PCC. Include on next agenda following receipt of above.

2. Review of the Parish Plan – it was agreed this be included on the December agenda.

3. Community Perceptions of Crime – Cllr Mrs Payne raised this issue following the email circulated regarding UCS research into this subject. It was agreed it was important responses were made. There was no deadline for return of comments and members were encouraged to send in their own individual responses.

4. Cllr Leadbetter reported a meeting to discuss the 2016 Village Fete would be held on 14 September. Parish Councillors and parishioners were welcome to attend.

Meeting closed 10pm

Signed:

Chairman

Date: