

Wetheringsett cum Brockford Parish Council
Minutes of the meeting held Monday 1 October 2018, 7.30pm at the Village Hall

Present: Cllrs Mrs E Aldred, T Alston, R Anscombe, Mrs C Nickson (Chairman), C Harvey, B Lacey, J Leadbetter, Ms S Payne and County Cllr A Stringer

1. **Apologies for absence** were received from Cllrs Mrs A Arnold, Mrs E Cain and Miss J Canham.
2. **Declarations of interest relating to items on the agenda** – none.
3. **Town Lane Haulage site update**

It was reported a statement on behalf of the local residents had been submitted to the MSDC Chief Executive in relation to development of the site. The level of activity on the site and Town lane had reduced at present and the road was much improved following the repair work. The main concern was to avoid the previous level of traffic on the road and site. It was understood the local residents favoured housing development on the site.

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

Police – regular report available online. No questions raised.

County Councillor – Cllr Stringer went through his written report – copy circulated to members and attached to the minutes. Items raised included the use of the VAS equipment on the A140 – Cllr Stringer stated a application form identifying the site for use of the equipment would need to be sent to County Highways. Closure of Bacton school was raised. Cllr Stringer stated the school was to be demolished, 50 new houses will be built and a new primary school – the existing school having been deemed not cost effective to run. The chairman thanked Cllr Stringer for his report.

District Councillor – no report.

Footpaths – Cllr Mrs Aldred reported she had spoken to a resident in Wetherup Street neighbouring the proposed site for the dog waste bin and no objection was made.

It was reported the footpath between the Church and Wetheringsett Manor was overgrown along the boundary of the neighbouring resident. It was agreed a letter was sent to the resident asking that the overgrowth was cut back.

Trees – Cllr Mrs Aldred reported she had received details of a tree seminar to take place on 14 October but she was unable to attend. Any other member could attend if they so wished.

5. **Minutes of the meeting held 3 September 2018** – Cllr Anscombe proposed adoption of the Minutes, seconded Cllr Harvey and agreed.
6. **Matters arising from the Minutes for report** – none.
7. **MEETING OPEN TO THE PUBLIC** – none.
8. **To consider Planning Applications for recommendation to MSDC**

1. DC/18/03978: Rookyards Cottage, The Street – outline permission for erection of 2 linked 2 bedroomed dwellings. Cllr Alston declared an interest. Members agreed there was a need for 2 bedroomed properties in the village. Cllr Ms Payne proposed a recommendation of approval, seconded Cllr Anscombe, 7 in favour, 1 abstention.
2. DC/18/04170: The Hawthorns, Hockey Hill – erection of annexe. On the following grounds:
The design and construction was not appropriate in a conservation area
The proposal was not consistent with the Wetheringsett housing need
The proposal would be in very close proximity to a neighbouring property and would overlook the living accommodation of the neighbouring dwelling
The application was for an annexe but the proposed construction was an independent dwelling.
Cllr Ms Payne recommended a recommendation of refusal, seconded Cllr Anscombe, 6 in favour, 2 abstentions. Proposal carried.
3. DC/18/03957: Land on Brockford Road, Mendlesham – change of use of agricultural land to site domestic mobile home including new vehicular access to highway. Following discussion of the application Cllr Harvey proposed a recommendation of refusal on the following grounds:
The field in question is in a flood plain - there appears to be no flood risk assessment.
The proposal would result in the destruction of an historic water meadow.
The proposed mobile home would be situated on a water meadow.
The parish council understands that septic tanks are no longer acceptable.
The proposal states a generator will be used for electricity service - this would generate constant noise and nuisance to the surrounding area.
The Parish Council objects to the use of a skip for waste disposal - this should be via a normal MSDC waste collection service.
Seconded Cllr Ms Payne and unanimously agreed.

4. DC/18/03956: Land on Brockford Road, Mendlesham - change of use of agricultural land to breeding kennels and stationing domestic mobile home including new vehicular access to the highway. Following discussion of the proposal Cllr Ms Payne proposed a recommendation of refusal on the following grounds:
The proposal is situated in a flood plain
The proposal is not a rural location it being situated opposite existing dwellings resulting in the location being unsuitable for breeding dogs
Breeding dogs in this location would result in noise nuisance to existing residents
The proposal is situated in close proximity to a listed building.
The proposed dog kennels would be out of keeping with the surrounding location and existing properties
Seconded Cllr Harvey, 7 in favour, 1 abstention.
5. DC/18/04075: The Old Forge, Church Street – repair works to rear chimney and installation of external boiler flue. Cllr Leadbetter proposed a recommendation of approval, seconded Cllr Anscombe and unanimously agreed.
6. DC/18/04300 : Moat Farm, Wetherup Street – remove 5 leylandii, reduce poplar crown. Cllr Anscombe proposed a recommendation of approval, seconded Cllr Lacey and unanimously agreed.

9. **Planning Decisions received from MSDC**

1. DC/18/02807: The Laurels, White Horse Corner – erection of two 2 storey dwellings, garages and vehicular accesses. **Planning Permission Refused.**
2. DC/18/02913: Brames Hall, Violet Hill – conversion of outbuilding to annex accommodation
DC/18/02912: ancillary to principal dwelling. **Listed Building Consent and Planning Permission Granted.**
3. DC/18/03757: Bridge Cottage, Church Street – Fell 6 Cypress trees in conservation area. **MSDC no objection**

10. **Planning Correspondence** - none.

11. **Proposed Wetheringsett Neighbourhood Plan**

Following the presentation from Planning Direct outlining the basis for preparation of a plan, members discussed a method for taking a plan forward. It was agreed a small, dedicated group would need to be set up, lead by the parish council but comprising a mix of councillors and volunteers. Members agreed a personal approach to suitable people in the village as well as a call for volunteers via the parish magazine.

12. **Wetheringsett Village Hall**

1. General Report - Cllr Leadbetter reported a balance of £345 in the Hall account with a rental payment due from the school as well as income from Curtains Up. Pantomime rehearsals had started and the Harvest Supper would be held on 13 October. Eastern Angles would be performing in the Spring next year. The meeting to discuss the village fete had been well attended with a proposed date of 29 June 2019 agreed. Following the fete meeting it was hoped a social committee would be set up to organize further events throughout the year.

2. Structural Survey and maintenance – J P Chick & Co had carried out the structural survey, the full report was yet to be received. Cllr Harvey and the building contractor had attended the survey and an estimate for the immediate repair to the floor from the stage to the kitchen had been given totalling £550. Cllr Harvey stated the remainder of the floor would need to be replaced in the not too distant future. Cllr Lacey reported a small repair was also required to the corner of the old wc block roof to prevent water leaking through. Pending receipt of the full survey report Cllr Lacey proposed acceptance of the estimate for the floor repair of £550 plus the small repair mentioned above, seconded Cllr Ms Payne and agreed.

In the meantime Clarke & Simpson to be asked to report on the current position with regard to the lease.

13. **Proposed New Village Hall**

Use of the Church had been decided against. The option of refurbishment of the current hall with the aid of parish council reserves and grant funding was now probably the best option. Deferred pending receipt of structural survey report.

14. **VAS Speed Awareness**

Cllr Harvey would complete the necessary form to obtain permission for use of the equipment on the A140 at Brockford Street.

15. **Play Area maintenance report**

Cllr Lacey reported the grass had been cut as well as the overhanging trees. All work on the equipment with the exception of the replacement panel to the slide was now complete.

16. **Cemetery Grasscutting** – Cllr Lacey to arrange for one further cut.

17. **Royal British Legion WW1 100th Anniversary Ceremony**

Cllr Leadbetter confirmed he would attend the ceremony at 11am on 8 November at the Churchyard on behalf of the Parish Council. Two poppy wreaths had been ordered for the two War Graves. Children from the Primary School would also attend. Parishioners were also very welcome to attend.

18. **Proposed Wetheringsett Cycle Route** – deferred.

19. **To consider application to Suffolk CC for highway Grit Bins**

Having considered the requirement to nominate individual people in the village to operate the grit bins for insurance purposes, members felt unable to proceed with the purchase of grit bins and took the view it was Suffolk CC Highways responsibility to keep the highway safe.

20. **Finance**

1. To consider s137 donation requests – none received.

2. Review of Parish Council insurance 2018/19 – insurance documents had been circulated prior to the meeting. Insurance of Hirers Liability to be queried and add new dog bin in Wetherup Street. Members approved the existing items covered and level of cover and approved the annual premium of £700.17.

3. Accounts for payment

Glasdon UK – dog waste bin Wetherup St	£152.02
CAS – parish council annual insurance prem	£700.17
Clerk – sale/expen sept 2018	£266.76
Mr A Aldred – tree pruning at Play Area	£300.00

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

4. Finance Report

Cllr Leadbetter produced half year figures of expenditure against the budget to 30 September 2018. All budget heads were on target for the half year. Bank reconciliation figures at 30.9.18 as follows:

Community a/c	£17,805.08
Business saver a/c	£9,313.01
New VH a/c	£3,999.73

With an outstanding cheque £286.96 (town lane road signs) the reconciled bank balance stood at £30,830.86. Minus the VH reserve of £3999 the parish council reserve stood at approx. £26,000 at the half year.

5. To appoint internal auditor and responsible financial officer 2018/19

Cllr Harvey proposed appointment of the SALC internal auditor and the clerk as RFO 2018/19, seconded Cllr Ms Payne and agreed.

21. **Review of Standing Orders** – deferred

22. **GDPR review and report** – Cllrs Harvey and Anscombe to provide draft procedures for consideration at the next meeting.

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

1. Environment Agency – Floods & Coastal erosion – consultation circulated for response

2. Community Action Suffolk – Village Halls conference Wednesday 7 November, 10am – 3.30pm £25 per attendee. Cllrs Alston and Harvey to attend.

3. MSDC Parish Liaison Meeting 10am, 9 October at Needham Market Comm Centre. Cllr Harvey to attend.

4. MSDC – Cil bids – circulated.

5. Historic England – confirmation the Wetheringsett War Memorial assessment was complete and confirmed as a Grade 11 listed building.

24. **Chairman's Urgent Business** – none.

25. **Any other business for information exchange/agenda requests**

Poppy Net at All Saints Church – Cllr Leadbetter reported the project was progressing. The poppy fixing was due to start this week.

Harvest Supper – 13 October. Cllr Leadbetter stated the supper would be held at the village hall and he encouraged members and friends to attend.

Meeting closed 9.50pm

Signed:

Chairman

Date: