

**Wetheringsett cum Brockford Parish Council**  
**Minutes of the video meeting held Monday 1 June 2020 at 7pm**

Present: Cllrs C Harvey (Chairman), Mrs E Aldred, Mrs A Arnold, T Alston, D Brown, Mrs C Estcourt, B Lacey, Mrs S Gibbs, Mrs H Green and M Pease. County and District Cllr A Stringer

1. **Apologies for absence** were received from Cllr Mrs E Cain.
2. **Declarations of Interest relating to items on the agenda**

Item 6 – Dale Farm – Cllr T Alston.

3. **Reports**

Police – report available on line – no queries were raised.

County Councillor – written report circulated (copy attached to the Minutes). Cllr Stringer stated he had been heavily involved in responses to covid-19, working with health partners to ensure all parishioners in the Ward in need of assistance were dealt with. Most schools had not closed and a greater number of children were now going to school. Suffolk CC would be working with whatever a school was comfortable with. Cllr Stringer was keeping an eye on rates of infection. Mid Suffolk infection rates were still rising and with children going back to school there was a need to remain cautious.

District Councillor – Cllr Stringer reported two documents would shortly be sent out for consultation, the Joint Local Plan second draft – there were no huge changes for Wetheringsett, it was very much as in the current draft, many of the environmental policies will be tightened in the new plan.

The other document for consultation was the Climate Emergency Plan.

The Chairman thanked Cllr Stringer for his reports and informed the meeting Cllr Stringer had kindly offered to fund a PA System for the Village Hall from his budget and would give a demonstration on the system after the meeting.

Footpaths – The problem of dog fouling had arisen again and also cycling on footpaths. It was understood children up to 9 years could cycle on a public right way above that age it was illegal. Cycling on a bridleway or bye-way was allowed. Both items to be monitored.

Trees – Cllr Mrs Aldred reported that in the absence of Suffolk Tree Warden meetings updates had been received via email. An invasive poisonous caterpillar causing damage to Oak trees had been reported. Mature trees were able to recover but permanent damage could be caused to young trees.

4. **To receive/consider issues raised by parishioners** – none.
5. **To consider for approval Minutes of the meeting held Monday 4 May 2020**  
Cllr Alston proposed acceptance of the Minutes, seconded Cllr Pease and agreed.
6. **Planning Application for recommendation to MSDC**

1. DC/20/01998: Long Barn, Pages Green – erection of car port. A recommendation of approval was proposed, seconded and agreed.
2. DC/20/02076: Dale Farm, Green Lane – application to determine if prior approval was required for a proposed building for agricultural or forestry use. A recommendation of approval was proposed, seconded and agreed with one abstention.

7. **Planning Decisions received from MSDC**

1. DC/20/00968: 1 Turnpike Cottages, Norwich Road – discharge of condition application DC/19/03673 – condition 6 Fenestration. Approved by MSDC
2. DC/20/01753: Land adjacent The Laurels, White Horse Corner – non-material amendment DC/19/05102 – change of window material to grey aluminum. Change of window on ground floor rear elevation. Approved by MSDC.

8. **Planning Correspondence** – none.

9. **Village Hall**

1. Management Committee report

Cllr Mrs Gibbs thanked Cllr Stringer for his advice on obtaining the grant of £10,000 from MSDC via the Government Covid 19 scheme. The annual accounts had been submitted to the Charity Commission – the Charity website was now up to date.

The issue with Wave regarding the water meter was ongoing. The latest E.on bill of £168.00 had been paid. An online account was being set up for future payments.

The Fire Inspection was carried out with no major items of concern. New signs were required plus a few small items to be remedied and a risk assessment to be carried out. Rental income from the School for March to May had been received. Due to the closure of the Hall the Committee would need to address how to deal with the next payment

## 2. Maintenance report

Cllrs Pease and Mrs Green would organize a Risk Assessment following the Fire Inspection. Cllr Pease reported the replacement lights, water heater and faulty switches had been completed. The redecoration work was complete - walls and window frames painted.

The floor would be sanded and sealed but there was an issue with rotted floor boards near the storage area. New roller blinds had been priced at £14 each for the 11 windows.

A quotation had been received for the following necessary electrical work to ensure the Hall complied with electrical regulations:

Replace under sized bonding cable to water main	£228.00
Replacement rewirable fuses with cartridge fuses and carriers	£207.16
Periodic test and inspection	£350.00

The above plus vat. The Village Hall would be funding the redecoration work and floor repairs.

The Diocesan rent of £250 would be due for payment in October plus the cost of the music licence.

Due to closure of the hall no income was currently being received. There was still a quote outstanding of some £2000 for work required in the kitchen. The committee therefore asked the Parish Council to consider funding the above electrical work and replacement window blinds. As Village Hall leaseholder Cllr Alston stated the Parish Council had some responsibility for upkeep of the building and proposed the Parish Council funded the above requested items, seconded Cllr Mrs Aldred and agreed.

## 3. Additional items to note

Cllr Pease stated new fire regulation signs would be required, these would cost approximately £20 plus an updated First Aid kit. In preparation for the re-opening of the hall the committee were looking into an automated booking and payment system. To assist with this the School has agreed to fixed time use of the Hall.

Cllr Mrs Gibbs recorded thanks to parishioners who had contributed to the book exchange. This will continue when the hall re-opens. With shelving for the books it was hoped this would create a nice meeting place. The Chairman recorded thanks to Cllrs Pease and Mrs Gibbs for their work in bringing the hall up to the good standard it had now reach and for their negotiations on the Wave issue.

## 10. **Play Area Report**

Cllr Lacey reported the grass had been cut and strimmed. One of the tables with seats was dilapidated and would need to be removed and/or replaced. Cllr Lacey would obtain the cost for a replacement. Replacement of the sleepers with a grassed area had been discussed, this would need to be a project for next year during the winter months.

An invitation to take part in the MSDC Rospa inspection had been received, the cost was approximately £50.00 as per last year. Cllr Pease proposed taking part in the scheme, seconded Cllr Mrs Arnold and unanimously agreed.

## 11. **Cemetery and Play Area grass cutting**

Cllr Lacey reported the first cut had taken place. Both were now looking quite good.

## 12. **VAS speeding equipment report**

The Chairman reported the equipment was currently located on the A140 at Brockford.

## 13. **Neighbourhood Plan progress report**

Cllr Mrs Green reported the Group was currently meeting fortnightly. A designated Neighbourhood Plan website was now available for parishioners. Funding for the consultant had increased from £9,000 to £10,000 and the Group was putting together a funding application. The funding would be held by the Parish Council to administer.

A parishioner query had been raised as to the make up of the Working Group. It was reported there were currently seven members plus possibly three further interested parishioners. A note would be included in the Parish Magazine inviting further volunteer parishioners to join the group.

## 14. **Finance**

1. To consider s.137 donation requests – none received.

2. Accounts for payment

C. Harvey – VAS Battery	£43.98
RME Electrical – VH Fire Alarm & Hand Wash Heater	£301.58
Glasdon UK Ltd – dog waste bin	£159.62
Clerk sal-expen May 2020	£278.18

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

3. Finance

(1) To consider for approval Parish Council annual year-end accounts 2019-20  
The accounts had been circulated prior to the meeting. No queries were raised. Cllr Pease proposed adoption of the accounts, seconded Cllr Mrs Estcourt - unanimously agreed.

(2) Bank reconciliation 31.3.20 – circulated prior to the meeting. Cllr Mrs Aldred proposed adoption, seconded Cllr Mrs Gibbs – unanimously agreed.

(3) To consider for approval Annual Governance & Accountability Return (AGAR) 2019-20 documents as follows:

(a) Certificate of Exemption for smaller authorities where gross income and expenditure did not exceed £25,000 in the year of account ended 31.3.20

(b) Annual Governance Statement 2019-20

(c) Accounting Statement 2019-20

The above documents had been circulated prior to the meeting. Annual Governance Statement 2019-20 (b) members agreed responses items 1 – 8 as Yes and item 9 n/a.

Cllr Pease proposed adoption of the above documents (a), (b) and (c), seconded Cllr Alston – unanimously agreed.

(4) Finance Report – the position with regard to the charitable status of the village hall would need to be looked into when the committee was in place.

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

Mendlesham Road, Brockord – a resident had contacted the Parish Council with regard to a drainage issue on Mendlesham Road and ownership of land on which a tree was overhanging the parishioner's adjacent garden.

The parishioner had been referred to the Suffolk CC Highway reporting tool regarding the drainage issue as they were aware of the exact location of the problem but the Parish Council was unable to assist with ownership of the land adjacent his property.

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

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

A140 kerb maintenance – the repair to the kerb outside Dove Cottage was complete.

Remote meetings – Cllr Pease and the Chairman had looked into remote systems and suggested the council considered an Office 365 System. This provided a licenced version and provision for parishioner dial-in. There was a cost of approximately £9 per month. Include item on next agenda for consideration.

Sound System – Cllr Stringer would give a demonstration after the meeting.

Meeting closed 8.33pm

Signed:

Chairman

Date:

## Parish Report – June 2020

**Councillor**

Andrew Stringer (Upper Gipping)

[andrew.stringer@suffolk.gov.uk](mailto:andrew.stringer@suffolk.gov.uk)

### COVID-19 Update

Latest Government advice is available here: [www.gov.uk/coronavirus](http://www.gov.uk/coronavirus)

Latest SCC information is available here: <https://www.suffolk.gov.uk/coronavirus-covid-19/>

Further opening of schools

From 1 June it is expected that school will gradually begin to reopen to more pupils, in addition to accommodating children of key workers and vulnerable pupils. The phased opening of schools will start with pupils in nurseries, reception, year one and year six. Secondary schools and other schools such as pupil referral units and special schools will also gradually increase the number of children and young people they can accommodate. For secondary schools this will start with year 10 and year 12.

Suffolk County Council has been supporting schools in preparing for the possibility of increased pupil numbers and have provided all schools with a risk assessment checklist.

**Important:** It is not compulsory for parents to send their children to school at this time and there will be no penalties for families who choose to keep children at home.

More information is available at: <https://www.suffolk.gov.uk/coronavirus-covid-19/parent-guidance-about-schools-during-covid-19-pandemic/>

#### Testing in Suffolk

A regional testing centre for Suffolk and surrounding areas can be found at the **London Road Park and Ride, Copdock, Ipswich**. It is open from 8am to 7pm, every day.

There are also various mobile testing units across Suffolk. In addition, home testing kits can be requested.

More information on how to access a test in Suffolk is available at:

<https://www.suffolk.gov.uk/coronavirus-covid-19/covid-19-testing-in-suffolk/>

#### Changes to pavements/roads to aid social distancing

Suffolk County Council has confirmed that local councils and communities can make some small-scale temporary changes to pavements without needing to seek consent from the county council. These will be local safety measures on pavements that outline queuing areas, social distancing reminders or simple painted markings on pavement surfaces for pedestrians.

However, if the activity that the community wants to carry out requires working on or in the road, then the county council will need to be contacted first. If communities are unsure of where their proposed changes fit, they are encouraged to contact the county council at: [transport.schemes@suffolk.gov.uk](mailto:transport.schemes@suffolk.gov.uk).

We have also been encouraging the county council to make more radical changes to the road layout to support cycling and walking. The Department for Transport has announced a £2bn package to boost cycling and walking capacity in the UK, and this is an opportunity for councils to tackle historic congestion problems by encouraging a change in the behaviours of their residents by giving a fairer share of road space to walkers and cyclists.

### **Domestic Abuse helpline available 24/7**

The existing Domestic Abuse Outreach Service, run by Suffolk County Council and Anglia Care Trust, has extended its **0800 977 5690** freephone number to be available 24 hours a day, seven days a week.

Anyone with concerns including professionals who may be supporting clients, as well as friends and families who are concerned for loved ones, can access this local support.

### **Recycling centres reopen with booking system**

Suffolk County Council have reopened household waste recycling centres, following weeks of closure due to the lockdown. They are operating on a booking system, to help reduce traffic disruption on roads around the sites and support social distancing on site for staff and members of the public.

Members of the public will need to book a 15-minute slot online at [www.suffolk.gov.uk/recyclingcentres](http://www.suffolk.gov.uk/recyclingcentres) or by calling 0345 606 6067. It is not possible to access the sites without a booking.

The following temporary rules apply:

- No access to site without pre-booking
- Cars, car-derived vans, and pedestrians only – no larger vans, trailers or commercial-type vehicles
- One adult to unload, unless 2 adults needed for heavy items
- No staff assistance to unload vehicles
- Chargeable DIY waste (soil, rubble and hardcore) will be accepted, but payment must be made using contactless cards only
- No trade waste, textiles or re-use items accepted

### **EDF submits application for Sizewell C DCO**

On 27 May, EDF submitted an application for a development consent order for Sizewell C to the Planning Inspectorate.

I am very concerned about EDF's decision to go ahead with an application during the current crisis, as it will be much more difficult for the public and stakeholders to fully scrutinise the plans and partici