

Wetheringsett cum Brockford Parish Council
Minutes of the meeting held 2 March 2020, 7pm at the Village Hall, Wetheringsett

Present: Cllrs C Harvey (Chairman), Mrs E Aldred, Mrs A Arnold, D Brown, Mrs E Cain, Mrs H Green, B Lacey and M Pease. County and District Councillor A Stringer

1. **Apologies for absence** were received from Cllrs T Alston, Mrs C Estcourt and Mrs S Gibbs.
2. **Declarations of interest relating to items on the agenda** – none.
3. **To receive the following reports:**
 - Police – available online. No queries were raised.
 - County Council – Written report from Cllr Stringer circulated – copy attached to the Minutes. Queries raised included diversions from the A140 in the event the road was closed. Cllr Stringer stated the official highway diversion northbound was via Mendlesham Green and southbound via Mickfield. The high number of road signs along the A140 not replaced as a result of damage was raised. Cllr Stringer stated he would log any not replaced on to the Suffolk CC reporting tool.
 - District Council – Cllr Stringer reported the Mendlesham Road, Brockford appeal and enforcement notices were still pending.
 - Footpaths – Cllr Mrs Aldred reported an incident of fly tipping at the model aircraft site along Deadmans Lane. This had now been removed. No further items raised.
 - Trees – Cllr Mrs Aldred had confirmed to the school the availability of further trees during the autumn.
4. **MEETING OPEN TO THE PUBLIC** – no comments.
5. **To consider/approve Minutes of the meeting held 3 February 2020**
Cllr Mrs Aldred proposed acceptance of the Minutes, seconded Cllr Pease, motion carried.
6. **Matters Arising from the Minutes for report** – none.
7. **To consider planning applications for recommendation to MSDC**
 1. DC/20/00449: Willow Cottage, Pitman's Corner – remove thatch, insulate and apply layer of membrane, batten and replace using clay ridge tiles.
It was understood the property was not listed but did have an historic character. It was suggested the proposal would cause a significant change to the property. Following discussion there was a proposal to recommend refusal of the application, the proposal was seconded. 3 members in favour, 5 abstentions. Proposal carried.
 2. DC/20/00581: 4 Knaves Green, Brockford Green – erection of 2 storey side and single storey extension (following demolition of existing rear extension). Erection of front porch. A proposal to recommend approval was put forward, seconded and agreed.
8. **Planning Decisions received from MSDC:**
 1. DC/20/00432: 1 Turnpike cottage, Norwich Road – discharge of conditions application DC/1903673, brick plinth, wall and roof. Action required in accordance with specific timetable.
 2. DC/19/05493: Green Farm, Pages Green. Notification of prior approval for proposed change of use of agricultural building to a dwellinghouse. Conversion of two agricultural buildings to create four dwellinghouses. Application Withdrawn.
9. **Planning correspondence** – none.
10. **Wetheringsett Village Hall**
 1. Committee Report – a written report from Cllr Mrs S Gibbs stated a large bill had been received from Wave for a joint water/sewage charge totalling £1,001.67 for the period 2.8.19 – 29.1.20. It appeared the last two bills had been grossly underestimated. The old meter had been replaced in November 2019 and was read at the time of disconnection. Cllr Mrs Gibbs had contacted Wave about the account and agreed with them a monthly payment plan of £185.00 commencing 14 March 2020 which would bring the account up to date before the next bill was due in August 2020. Readings would now be taken twice a year. Due to the high cost of the account and on behalf of the VH committee Cllr Mrs Gibbs asked whether the parish council would consider making a contribution towards the cost. An inspection of the fire equipment had been made by Flame Skill during February. The equipment was deemed to be order and a further certificate had been issued valid until February 2021. As at 29 January 2020 funds in the VH account stood at £1383.92. Income (Curtains Up) during February totalled £360.00 and outgoings totalled £378.76 (electricity and electrical work). As at February 2020 funds in the bank stood at £1365.16.

Expected income during March totalled £1,010.00 (Parish Council hire of the hall £160, School Licence rent £650, Yoga £200).

Outgoings during March would total £1,188.80 (£185 Wave, £78 electricity, £55.80 Flame Skill, £110 cleaning, £760 VH annual insurance).

Further to receipt of any other income this would leave a total of £1186.36 in the bank at the end of March.

The annual insurance premium had increased due to an increase in the village hall buildings cover. The outgoings above would leave very little in the village hall account to cover regular outgoings, Cllr Mrs Gibbs also asked whether the parish council would therefore consider a contribution to the annual insurance premium.

On a positive note, now that a new Village Hall Committee had been formed and a commitment had been made to improve the facilities at the hall, it was hoped that more people would use the hall thereby increasing income.

Members recorded thanks to Cllr Mrs Gibbs for her full report.

It was also reported by Cllr Pease that there were issues with the electricity reading and location of the meters, this would need to be clarified. Cllrs Pease and Mrs Gibbs would investigate and take a further meter reading.

Members agreed there were funding issues at the moment and that as leaseholders of the building the parish council should be looking to support some of the running costs, particularly the insurance cover. Cllr Pease proposed that the parish council consider funding the annual insurance cost, seconded Cllr Mrs Aldred and agreed by all.

2. To consider support of VE Day 75th Anniversary Celebrations Friday May 8 2020 – it was reported an event was due to take place at the Middy. The School had been invited to take part and the Church was also planning an event. The School was also planning to host a community VE Day lunch on the 7 May. The school had suggested obtaining and dedication of a flagpole on the village hall field for the event - the cost of a flagpole being in the region of £175 and would require planning permission if over 4 metres tall. Cllr Mrs Aldred proposed support of the flagpole, seconded Cllr Mrs Arnold, 3 in favour, 5 against. Proposed not supported.

Members were in favour of supporting the community lunch. Cllr Harvey to obtain further details. Cllr Brown reported the Wednesday lunches were not well attended possibly due to a clash with the Wednesday coffee mornings. Cllr Harvey to suggest changing the day of the lunches.

3. To consider 100 year old celebration of the Village Hall – it was confirmed the Hall was built and installed on 28 March 1921. Item deferred to the autumn.

11. **Use and maintenance of current Village Hall – medium term plan for village hall**

1. Lease and School Licence Report – it was reported the school had already set its budget for the coming year. Cllr Harvey proposed the rent remained at the same level for the current year, seconded Cllr Pease and agreed.

2. To consider action resulting from village survey -

Six volunteers had attended the first village hall meeting and discussions were held regarding a refurbishment plan pending a decision on a new hall.

A re-decoration programme had been suggested prior to any further work on the hall floor as well as replacement lights not only improve the lighting but to make the hall more appealing to visitors and hirers.

A quotation for the proposed work had been received from APS, a local contractor (copy attached to the Minutes).

The Chairman reported 6/7 volunteers had offered to re-decorate the interior of the Hall and a benefactor had offered to fund the work to the floor up to £1400. Enquiries were being made with Dulux as to whether they would be prepared to donate paint and the committee were looking into 50% funding via a Government scheme. A professional would need to re-paint the interior window frames.

Cllr Pease to obtain quotation for the electrical/replacement lights.

The committee was looking at replacing the window blinds.

The following timescale for the work had been suggested: internal redecoration over the school Easter holidays followed by refurbishment of the floor by the end of May.

The chairman proposed that an extraordinary parish council meeting was held to discuss and agree any parish council funding of the above items, Monday 9 March 2020, 7pm at the Village Hall was agreed. Cllr Brown offered his apologies for the meeting.

12. **VAS speed awareness report** – no report

13. Play Area report

The lack of play equipment for very young children was raised. A step-ladder attached to the current slide would enable young children to use it. Cllr Lacey to investigate attaching a step-ladder and whether that would meet ROSPA safety requirements.

14. Proposed Neighbourhood Plan report

Cllr Mrs Green reported the next working group meeting would be held on the 13 March. Consultants had been appointed and a grant of £9,000 had been approved to fund their costs. Permission to use the parish boundary as outlined on the ordnance survey map was required. Cllr Pease proposed approval, seconded Cllr Mrs Green, proposal carried.

15. To consider grasscutting 2020

The Chairman would chase confirmation of ownership of the cemetery with the Rev Lall. Cllr Lacey reported the contractor would be willing to cut the grass again this year, 2020, at the same price. Include item on next agenda.

- 16. To consider support of a Definitive Map Modification Order – Mickfield/Wetheringsett Road**
Following further information provided by the local British Horse Society access volunteer and the request for parish council support of their application to upgrade the permissive bridleway along the Wetheringsett boundary to Mickfield/Wetheringsett Road to a bridleway, Cllr Pease proposed support of the DMMO application, seconded Cllr Brown, 5 in favour, 3 abstentions, proposal carried.

17. Finance

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

2. Accounts for Payment

Wetheringsett VH – parish council hire of Hall 2019-20	£160.00
Clerk sal/expen Feb 2020	£279.34
Suffolk Age UK – donation	£50.00

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

3. Review of remaining policy documents - none

18. Clerk's report/correspondence

The clerk reported some of the outlying notice boards were in need of repair, particularly the backing boards which were disintegrating

19. Chairman's Urgent Business – none.

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

21. Date of next meeting – Monday 6 April 2020, 7pm at the Village Hall.

Meeting closed: 8.40pm

Signed:

Chairman

Date: