

WETHERINGSETT CUM BROCKFORD PARISH COUNCIL
Minutes of the meeting held Monday 2 July 2018, 7.30pm at the Village Hall

Present: Cllrs C Harvey (Vice Chairman), Mrs E Aldred, Mrs E Cain, B Lacey, J Leadbetter and Ms S Payne.
District Cllr G Horn.

1. **Apologies for absence** were received from Cllrs R Anscombe, Mrs A Arnold, T Alston, Miss J Canham, Mrs C Nickson and County Cllr A Stringer. The Vice Chairman, Cllr Harvey, chaired the meeting in the absence of the Chairman.
2. **Declarations of interest relating to items on the agenda** – none.
3. **Town Lane Haulage site** – item deferred.
4. **To receive the following reports:**
 - Police – report available online. No queries were raised.
 - County Councillor – monthly written report had been circulated. No queries were raised.
 - District Councillor – Cllr Horn stated he had seen the responses from Planning following the items raised in the Parish Council's letter. Following MSDC Planning investigations the due planning process had been followed and the issue with regard to the 10 caravans clarified. The requirements with regard to the highway had been conditioned into the permission. Following receipt of the MSDC letter, Members understood the permission granted was lawful but concerns were now raised, particularly due to the additional accesses created, that the site would be allowed to grow. Cllr Horn stated the additional 5 accesses on to the adjoining fields were legal and use of the field/s would be down to the individual landowner/s. Any further applications for development would however have to meet all the current criteria. Cllr Horn stressed the importance on the parish council putting a neighbourhood plan in place to enable the parish to identify sites where it would or would not want any future development. A query was raised as to whether the existing 30mph limit in Brockford Road could be extended due to the additional accesses. Cllr Horn would raise this with the District Council.
 - Cllr Horn went on to report the current year's locality budget had been announced, £6250 was available to spend on community projects. Applications should be made to him before the end of the year.
 - Footpaths – Cllr Mrs Aldred reported all or the majority had been cut back.
 - Trees – Cllr Mrs Aldred stated the saplings offered by Cllr Miss Canham would be very welcome and suggested members thought about areas for planting before the autumn.
5. **Minutes of the meeting held 4 June 2018**

Cllr Leadbetter proposed the minutes were adopted, seconded Cllr Ms Payne and agreed.
6. **Matters arising from the Minutes for report** – none.
7. **MEETING OPEN TO THE PUBLIC** – no comments.
8. **To consider planning applications for recommendation to MSDC**
 1. DC/18/02129 : Brames Hall – conversion of existing outbuilding to annexe. Cllr Leadbetter proposed a recommendation of support, seconded Cllr Ms Payne and agreed.
9. **Planning Decisions received from MSDC**
 1. DC/18/01150 : Town Lane Farm, Park Green – change of use and conversion of existing A1 building to C3 residential. **Planning Permission Granted**
 2. DC/18/00078 : Deerbolts Cottage, Blacksmith Green – conversion of barn to dwelling and associated landscaping. **Listed Building and Planning Permission Granted.**
10. **Planning Correspondence** – The Caravans, Brockford Road - see District Councillors report above.
Cllr Mrs Nickson arrived at the meeting
11. **Wetheringsett Village Hall report**

Cllr Leadbetter reported a current balance of £1156.88 in the reserve account. There was an outstanding bill for the replacement heater which was likely to cost in the region of £700. The monthly electrical outgoings were due to increase in August to £211.00 and Cllr Leadbetter suggested short term help from the parish council to cover the outgoings may be required.

Cllr Mrs Nickson reported on the meeting with the School Headteacher and representatives from Suffolk CC and Diocesan Board (Cllrs Mrs S Payne and C Harvey also attended) the outcome of which Suffolk CC asked that quotes were obtained for repairs to the floor and other urgent items. Payment or contribution towards the cost would then be considered by the County. An email had subsequently been received from the County Council with a change of view stating two portacabins were available and could be installed on the school field for use by the school. Members took the view that the County Council were not now prepared to contribute to the cost and installation of the portacabins would potentially mean a loss of income from the School.

The last structural survey of the hall had been carried out in 2006. It was suggested and agreed that before any work was considered an up to date structural survey should be carried out. Cllr Mrs Nickson agreed to contact Chick & Co to obtain a quotation for the survey, the cost of which to be agreed via email before the next meeting. In response to the County Council re. the portacabin proposal, Cllr Mrs Nickson would inform the County of the Parish Council proposal to carry out a structural survey of the Hall.

12. **Proposed new Village Hall/All Saints Church report** – deferred to next meeting

13. **VAS speed awareness report**

Cllr Harvey reported survey results were very much the same although there had been some improvement in Hockey Hill speeds. Infrastructure changes to some roads could be considered to slow traffic, ie speed restriction measures. Cllr Harvey would look into these and report at the next meeting.

14. **Play Area maintenance report and to consider quotation from Kompan**

Cllr Lacey reported on his meeting with the Kompan representative during which the representative had stated at the time of installation the equipment had been signed-off as installed to the appropriate standards. A quotation for the panel replacement and other smaller items had been received, the replacement panel quoted at £866.00. Members took the view this was very high and agreed the following action plan:

Cllr Lacey to contact Kompan to inform them the slide equipment did not meet current safety requirements and would investigate a reduced quotation.

Cllr Lacey to obtain quotation from Mr Shaun Easter to pressure wash fencing and equipment and treat woodwork including tables and chairs. Quotation to be obtained in writing. This action was proposed by Cllr Ms Payne, seconded Cllr Leadbetter and agreed. The equipment would be out of use during this time. Cllr Lacey would attach a notice to the fencing closing the play area during this time. Cllr Ms Payne stated funds for the maintenance would be available from the Wetheringsett Community Trust.

15. **Cemetery and Play Area grass cutting**

An invoice totalling £250 had been received for the June cut.

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

17. **To consider Street Naming following resident query**

Members had agreed not to pursue the street naming issue, consultation with residents had revealed they were content with the status quo.

A request would be made to County Cllr Stringer for a one-way sign in Brockford Road and No-Turning sign off A140 into Brockford Road.

18. **To consider a Wetheringsett Neighbourhood Plan**

Following attendance by Cllrs Harvey and Alston at a Planning Direct Neighbourhood Plan presentation, it was agreed a no fee workshop was set up to enable all members to understand the process and work involved. Dates to be obtained from Planning Direct. In the meantime Cllr Harvey to investigate a parish council link on the Wetheringsett Facebook page.

19. **To consider speeding – Brockford Street**

Reports of speeding by Bartrum lorries and Galloway coaches had been received from residents. It was agreed a letter was sent to both companies requesting assurance their vehicles were adhering to speed limits in the parish, particularly in 30mph zones.

20. **Reporting crime to Suffolk Constabulary**

It was reported to the meeting that some incidents of minor crime in or near the village were not being reported to Suffolk Constabulary by residents on the grounds nothing would be done about it. This had been mentioned to local officers who wished to assure the public that it was important all incidents of crime, however minor, should be reported to Suffolk Constabulary to enable the police to keep records which could assist in piecing together incidents of crime at any future date. Cllr Mrs Cain offered to draft a piece for the parish magazine urging residents to report all crime to Suffolk Constabulary – draft for consideration at the next meeting.

21. **Finance**

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

2. To consider quotation for two road name signs, Town Lane. In addition to the sum already quoted for the name plates (£30.40 x 2 plus vat plus carriage £16), a sum of £99 plus vat per sign to install had been received from MSDC. Cllr Mrs Cain proposed acceptance of the quote, seconded Cllr Ms Payne and agreed.

3. To approve attendance at Councillor Course

Cllr Mrs Nickson wished to attend a SALC leadership/chairman course at a cost of £103. Cllr Ms Payne proposed approval, seconded Cllr Leadetter and agreed.

4. Accounts for Payment

PGM Home & Garden Services – cem/play area grasscutting June £250.00

Clerk sal/expen June 2018 £270.62

Planning Direct course (neighbourhood plan) - 2 delegates £48.00

Cllr Ms Payne proposed payment of the above, seconded Cllr Miss Canham and agreed.

5. Finance Report – Cllr Leadbetter reported expenditure was on course with a first quarter expenditure totalling £1788 from the annual budget of £8680.

22. **Review and adoption of Standing Orders and Financial Regulations**

Members agreed to defer adoption of the standing orders pending inclusion of data protection recommendations from NALC.

23. **To consider and adopt the Parish Council Code of Conduct as drafted by SALC**

The document had been circulated prior to the meeting. Cllr Leadbetter proposed adoption, seconded Cllr Ms Payne and agreed.

24. **GDPR review and report**

Awaiting further recommendations from Cllrs Anscombe and Harvey.

25. **Clerk's report**

1. Suffolk CC – Suffolk Minerals & Waste Local Plan consultation document – individual comments to Suffolk CC by 23 July 2018.

2. Suffolk CC – School and Post 16 Travel Policies to go before Suffolk CC Cabinet on 19 June 2018

3. Suffolk Constabulary – notification of public meeting at Cedars Hotel, Needham Market Wednesday 4. 11 July 2018 at 7pm.

5. Suffolk Constabulary – working with Suffolk Police to fund a PCSO – details circulated.

6. MSDC Consultation Statement of Community Involvement setting out how MSDC will consult and involve the community in the planning process – comments to MSDC by 30 July 2018

7. MSDC Joint Housing Strategy – notification of formal consultation on the document between 17 September – 26 October 2018. The document will provide examples of how MSDC is working to respond to some of the difficult housing market challenges.

8. Community Action Suffolk Community Aware – Celebrating volunteers in communities and young people – nominations open until 27 July 2018

9. Email from Resident concerning lack of street name signs off Brockford Street – dealt with at item 17 above.

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

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

28. **Date of next meeting – Monday 6 August 2018, 7.30pm at the Village Hall.**

Signed:

Chairman

Date: