

**Wetheringsett cum Brockford Parish Council**  
**Minutes of the meeting held Monday 3 February 2020, 7pm at the Village Hall**

Present: Cllrs C Harvey (Chairman), Mrs E Aldred, T Alston, Mrs C Estcourt, Mrs H Green, B Lacey and M Pease.  
County and District Cllr A Stringer and three members of the public.

1. **Apologies for absence** were received from Cllrs Mrs A Arnold, D Brown, Mrs E Cain and Mrs S Gibbs.
2. **Declarations of interest relating to items on the Agenda** – none.

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

Police – report available online. No questions were raised.

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

Cllr Stringer added that any resident unable to connect to Broadband should be advised to contact him direct.

District Councillor – Cllr Stringer reported there had been some 14,000 responses to the joint draft Local Plan consultation. The first draft was nearing completion. The second draft would be available for further comment when complete.

The Chairman queried the legal status of a Neighbourhood Plan. Cllr Stringer stated a neighbourhood plan was law and it would compete with the most current district council local plan. The most recent document would be law, it was therefore important that a neighbourhood plan was reviewed at least every 5 years.

Footpaths

Footpath between Brockford Garage and the Manor had been ploughed and had now been reinstated.

Footpath at the top end of Joe's Road had no sign.

Trees – Cllr Mrs Aldred reported the school would like further trees in the autumn and would be the first on the list for trees in the autumn.

4. **To approve Minutes of the meeting held 6 January 2020**

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

5. **To approve Minutes of the Extra Ordinary meeting held 28 January 2020**

Cllr Pease proposed acceptance of the minutes, seconded Cllr Lacey and agreed.

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

7. **MEETING OPEN TO THE PUBLIC**

Planning Application DC/20/00296 – two members of the public voiced their concerns over this planning application on the grounds the application did not compare to nearby conversions, the existing structure was a pig ark and not a barn, the site was surrounded by listed buildings, there was no ecology report despite the adjacent pond, the site was in open countryside and not sustainable and they believed the application would open the floodgates for similar applications.

The Chairman thanked the members of the public for their comments. These would be considered during the Council's discussion of the application.

8. **To consider planning applications for recommendation to MSDC**

1. DC/19/05493: Green Farm, Pages, Green, Wetheringsett – Notification for prior approval for a proposed change of use of agricultural building to a dwellinghouse (C3) and for Associated Operational Development Town and Country Planning (General Permitted Development) Order 2015 Schedule 2, Part 3, Class Q – conversion of two agricultural buildings to create four dwellings.

Members considered the application and a recommendation of refusal was proposed and seconded, 5 in favour 2 abstentions, on the following grounds:

- Access was via a single track road and unsuitable for the proposed increased vehicular activity
- The contamination report related to 1 or 2 dwellings and not 4
- The proposed dwellings were too large for the site and represented overdevelopment
- The site was not identified in the MSDC Joint Local Plan
- The proposal conflicted with the MSDC Environmental Report

2. DC/20/00296: Land at Blacksmiths Green, Wetheringsett – Outline Planning Permission for change of use of agricultural land and erection of one dwelling and new vehicular access

Members considered this application and a recommendation of refusal was proposed, seconded and unanimously agreed on the following grounds:

- The proposed dwelling would be sited in open countryside - CS1, CS2
  - There was no ecology report within the application - the site bordered an established pond
  - The proposed dwelling was in proximity of listed buildings
  - The site was not sustainable - NPPF
  - The proposed site was not included in the Local Plan designated sites
3. DC/20/00324: Land at Norwich Road, Wetheringsett cum Brockford (part in parish of Stoke Ash & Thwaite) – erection of Nine dwellings with associated private amenities and Parking  
Members considered the application and a recommendation of support was proposed, seconded and unanimously agreed on the grounds the proposed site was within the settlement boundary of the local plan, it was close to services and public transport.
9. **Planning Decisions received from MSDC**
1. DC/19/05635 Meadow Farm Barn, Blacksmiths Green, Wetheringsett – discharge of condition 8 1767/15 agreement of materials and 3246/15 condition 3 and 7 insulation. MSDC action required in accordance with specific timetable.
10. **Planning Correspondence** – none.
11. **Wetheringsett Village Hall report**
1. General Report - A written report from Cllr Mrs Gibbs stated she was now in possession of all accounting and admin papers relating to the village hall. The balance in the account at 16.1.20 stood at £1243.92. Funds would be very tight over the next two – three months with the following expenses due: annual insurance premium approx. £780, supply and installation of new ceiling heater £300.76 plus the monthly electricity and cleaning expenses.
2. To consider VE Day 75<sup>th</sup> Anniversary Celebrations – Friday 8 May 2020 – it was understood the Middy was preparing for an event. Members agreed the parish council should consider supporting the Middy. Include item on next agenda for further consideration.
3. To consider 100 Year Old Celebration of the Village Hall – deferred to next meeting.
12. **Use and maintenance of current Village Hall – medium term plan for village hall**
1. Lease and School Licence report  
The Chairman reported review of the school’s rent was due during 2020. He suggested the Council considered retaining the rent at the same level for the time being.
2. To consider result of Village Hall survey held 10 January 2020  
Following the survey held at the meeting on 10 January there had been an overwhelming vote for a new village hall – copy results attached to the Minutes. To progress a scheme the Chairman stated a new working group of approx. 8 members would need to be set up made up – initially to look into funding. Two parishioners had already volunteered to join a working group.  
In the meantime some refurbishment work was required on the existing hall. A group of volunteers from the school was willing to carry out some re-painting and the new Chair of the Governors was keen to discuss the hall floor. A quote for sanding and re-waxing the floor would be required.
13. **VAS speed report** – none.
14. **Play Area Report** – none.
15. **Proposed Neighbourhood plan report**  
Cllr Mrs Green reported there were now 7 possibly 8 members in the Working Group. They were currently looking at appointing a neighbourhood plan consultant as well as contacting Paul Bryant the MSDC Neighbourhood Plan Officer for advice on the first stage of progressing a plan.
16. **Annual Spring Community Litter Pick**  
Details of the Spring Litter Pick would be appearing in the Parish Magazine.
17. **To consider support of Definitive Map Modification Order – Mickfield/Wetheringsett Road**  
A request for parish council support for upgrading the current bridleway/footpath at Mickfield/Wetheringsett Road (Wetherup Street) to a bridleway via a DMMO had been received from a parishioner. At this stage members did not feel they had sufficient information from the parishioner and suggested advice was obtained in the first instance from Suffolk CC Public Rights of Way.
18. **Finance**
1. Section 137 donation requests:  
Suffolk Neighbourhood Watch – request declined at present.  
Suffolk Age UK – Cllr Pease proposed a donation of £50, seconded Cllr Alston and agreed.

## 2. Accounts for Payment

PGM Home & Garden – play area repairs	£205.00
SALC – Councillors Training	£324.00
Clerk sal/expen Jan 2020	£282.34
Cllr Mrs E Aldred – VH survey evening (LGA 1972s.133)	£31.92
Cllr Mrs H Green – VH survey evening “ “ “	£72.82
Cllr M Pease – VH survey evening “ “ “	£193.36

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

## 3. Finance Report

### 1. Review and adoption of Financial Internal Control Policy

Cllr Pease reported on his review of the document and went through the Control Test with Council Members. Cllr Mrs Estcourt proposed adoption of the document, seconded Cllr Mrs Aldred and agreed.

### 2. Bank Mandate – Two of the signatories personal identification forms appeared to have been lost in Barclays Bank internal postal system. New forms would need to be completed for all signatories and re-submitted to the bank – to be returned to the March parish council meeting.

### 3. Bank reconciliation to 31.12.19

Bank reconciliation of balances as at 31.12.19 had been circulated. Funds as follows:

Community account	£20,521.49
Business saver account	£9,336.25
VHF Community account	£3,999.73

The Chairman confirmed the bank reconciliation figures against the bank statements – copy attached to Minute Book.

### 19. **Clerk’s report/correspondence**

MSDC – Community Governance Review 2020 consultation - circulated

### 20. **Chairman’s urgent business** – none.

### 21. **Any other business for information exchange/agenda requests**

Grasscutting – include on next agenda. In the meantime Cllr Lacey to obtain and quotation for 2020 and advice to be obtained from SALC regarding parish council funding of cemetery grass cutting.

### 22. **Date of next meeting – Monday 2 March 2020, 7pm at the Village Hall.**

Signed:

Chairman

Date: