

Wetheringsett cum Brockford Parish Council
Minutes of the meeting held Monday 4 March 2019, 7.30pm at the Village Hall

Present: Cllrs Mrs E Aldred, T Alston, R Anscombe, Mrs A Arnold, C Harvey, B Lacey and J Leadbetter

1. **Apologies for absence** were received from Cllrs Miss J Canham, Mrs L Cain and Ms S Payne. In the absence of the chairman, Cllr Harvey (vice chairman) chaired the meeting.
2. **Declarations of interest relating to items on the agenda** – none.
3. **To receive the following reports:**
 - Police – report available online. No queries were raised.
 - County Councillor – Cllr Stringer presented his written report (copy attached to the minutes). Cllr Stringer enquired whether parish councillors were aware of speed enforcement action on the A140 at Brockford Street. Members were not aware of this. Cllr Stringer to inform Highways there had been no enforcement and circulate draft letter as agreed.
Further queries raised included the salary of the County Director of Public Health; fly tipping at footpath 42 off Mickfield Road – this had been removed; the increased charges at re-cycling centres had seen an increase in fly tipping
 - District Councillor – no report.
 - Footpaths – Cllr Mrs Aldred reported with the exception of dog fouling at Greenacres, overall footpaths were in a good condition.
 - Trees – Cllr Mrs Aldred reported she hoped to attend the Tree Wardens AGM and seminar during April at Ufford Park. 45 new trees had been planted at various sites in the village including the school, churchyard and the remainder distributed throughout the village to parishioners.
4. **Minutes of the meeting held 4 February 2019**
Cllr Alston proposed acceptance of the minutes, seconded Cllr Lacey and agreed.
5. **Matters arising from the minutes for report** – none.
6. **MEETING OPEN TO THE PUBLIC**
A member of the public was in attendance, as a courtesy, to explain the background to planning application DC/19/00745. It was reported there would be no change to the façade of the property and materials used would be Suffolk bricks and weatherboarding, there would be no impact on the woodland or the Nissan hut and it was intended the extension would be in keeping with the listing of the building. The Chairman thanked the member of the public for attending and the information provided.
7. **Planning Applications for recommendation to MSDC**
 1. DC/19.00314: Bridge Cottage, Church Street – replace windows with modern UPVC casements.
Members noted the replacement windows would be in keeping with the property. A recommendation of approval was proposed, seconded and unanimously agreed.
 2. DC/19/00600: Rectory Lodge, Church Street – tree works in conservation area – fell one Ash, reduce Ash by 30%, reduction of Beech by 30%. A recommendation of approval was proposed, seconded and agreed.
 3. DC/19/00745: Moat Farm, Wetherup Street – Extension of outbuilding to create self-contained
DC/19/00744: annexe following demolition of lean-to, internal alterations, creation of new window opening and insertion of rooflight
Members held the view the proposed extension and alterations were in keeping with the listed property. A recommendation of approval was proposed and seconded, 6 in favour, 1 abstention. Proposal carried.
 4. DC/19/00542: Land on Mendlesham Road – retention of change of use of agricultural land to site domestic mobile home, new vehicular access to highway, gateways and fences.
Following consideration of the application a recommendation of refusal was proposed, seconded and agreed on the following grounds:
The proposal is situated in a level 3 floodplain
The proposal would involve destruction of an historic water meadow
The mobile home would be situated on a water meadow
There is no adequate provision for sewage disposal
There is no adequate provision for household waste disposal - the use of a skip would be a blight on the existing landscape
The access opens on to and from a 60mph road
The proposal is inappropriate in that it compromises the amenity of existing neighbouring residents as follows:
 - Constant noise nuisance from a generator
 - Diesel pollution from generator

Diesel pollution into adjacent river from generator
Visual impact on adjacent properties

5. DC/19/00544: Land on Mendlesham Road – change of use of agricultural land to breeding kennels and stationing of mobile home for office use including vehicular access to highway. Following consideration of the application a recommendation of refusal was proposed, seconded and agreed on the following grounds:
 - The proposal is situated in a flood plain
 - The proposal is in close proximity to a Listed Building
 - The proposal is out of keeping with the surrounding area
 - The noise nuisance from breeding dogs would compromise the current amenity of neighbouring residents
 - The proposal would have a detrimental visual impact on the current landscape
 - The proposal would involve the loss of a water meadow
 - The proposed kennels would be situated next to the River Dove - there is no provision for disposal of the dog effluent. As there is no provision our members are concerned there would be pollution into the River Dove.
 - There is no provision for sewage disposal.
 - There is no adequate provision for waste disposal.
6. DC/19/00545: Land on Mendlesham Road – change of use of land for siting static residential caravan and provision of hardstanding for 3 towing caravans. Following consideration of the application a recommendation of refusal was proposed, seconded and agreed on the following grounds:
 - The proposal is situated in a level 3 floodplain
 - The proposal would involve destruction of an historic water meadow
 - The mobile home would be situated on a water meadow
 - There is no adequate provision for sewage disposal
 - There is no adequate provision for household waste disposal
 - The access opens on to and from a 60mph road
 - The proposal is inappropriate in that it compromises the amenity of existing neighbouring residents as follows:
 - Constant noise nuisance from a generator
 - Diesel pollution from generator
 - Diesel pollution into adjacent river from generator
 - Visual impact on adjacent properties
8. **Planning Decisions received from MSDC**
 1. DC/18/005232 & DC/18/05226: Meadow Farm, Blacksmiths Green – Discharge of conditions 3, 7, 8 & 9 – **Action detailed by MSDC**
 2. DC/19/00240: Mendlesham Industrial Estate, Norwich Road – clad roof and raise roof profile – **PP Granted**
 3. DC/19/00329: Wetheringsett Primary School – notification of tree works in conservation area – fell 2 Christmas trees. **MSDC does not wish to object.**
 4. DC/19/00262: Waveney Cottage, Church Street – trim branches of 3 Hazel trees. **MSDC does not wish to object.**
 5. DC/19/00054: Telephone Box, Church Street – refurbishment of telephone kiosk. **LBC Granted.**
9. **Planning Correspondence**

Wetheringsett Manor - report on open meeting 13 February 2019
A number of Councillors had attended the meeting presented by the NFA Group on their plans to open a day school for additional needs children. A maximum of 48 pupils would be attending the school with a similar number of staff. NFA was looking to open the school during 2020. The school was to cover a large catchment area and it was understood a bus would pick up some children but the increase in traffic was the main issue raised. It was suggested a representative from NFA was invited to attend the April parish council meeting to give a short presentation on the school, how it would operate and particularly the traffic issues raised.
10. **Proposed Neighbourhood Plan report**

Three parishioners had offered to join a working group, Kathy Smith, Grace Murray and Eddie Payne. A parish councillor would also need to join the group. Include as item for the next agenda.
11. **Wetheringsett Village Hall report**

Cllr Leadbetter reported a balance of £1002.58 in the village hall account. The recent water bill had been paid. The pantomime had been a great success, the four performances having played to over 300 people. The Yoga Classes continued, a Gin Tasting was taking place mid March and Eastern Angles would be performing on 6 April.
12. **Use and Maintenance of current hall – medium term plan for village hall**

Following a meeting of the working group a report was being prepared for submission to Suffolk ProHelp, a countywide network of businesses providing professional and strategic support free of charge to voluntary organisations via Community Action Suffolk. Prohelp would visit the hall to make an initial assessment without charge. Clear eligibility criteria was applied to ensure their expertise was directed to voluntary and community sector organisations most in need and would most benefit. Cllrs Leadbetter and Mrs Arnold were the current village hall trustees but there was at present no formal village hall committee, the parish council therefore had overall responsibility. Cllr Leadbetter suggested a village hall AGM was held after the year end accounts had been prepared for appointment of a Chairman, Secretary and Treasurer. Cllr Harvey was in the process of completing an application to CAS for funding.

13. VAS speed awareness report

High speeds on the A140 at Brockford Street were still being recorded. Pending receipt of the draft letter from County Cllr Stringer to go to Suffolk Constabulary, Cllr Harvey would send an email with a copy of the VAS report to Dr Dan Poulter, MP.

14. Play Area

1. Maintenance – Cllr Lacey was in the process of ordering the spare parts from Kompan.

2. To consider transfer of assets from the Wetheringsett Community Trust

A letter had been received from the Trust stating the Trust had been established to support the development of a children’s play area in the village. This objective had been successfully achieved in 2012 with completion of the play area, now owned and maintained by the parish council for the benefit of the community. The trust had been maintained to support the maintenance and replacement of the existing play equipment and potentially its relocation in the event of redevelopment of the village hall. The Trustees now felt it would be appropriate to transfer the Trust’s remaining assets to the Parish Council and to wind up the Trust. Such transfer was subject to written confirmation from the Parish Council that the remaining assets would be held in a ring-fenced account and used solely for the purpose of maintaining, replacing or relocating play equipment for the Wetheringsett village play area. The Trust currently held £5252.35 as remaining assets.

Members considered the proposal from the Trust. Cllr Leadbetter proposed acceptance of the transfer of assests to the parish council ring-fenced for play equipment maintenance, replacement or relocation, seconded Cllr Alston and agreed. Members recorded thanks to the Trust for its help in setting up the play area for the benefit of the community in 2012 and the financial assistance for on going maintenance.

Cllr Lacey raised grasscutting 2019. There had been very good feedback from parishioners for the grasscutting work last year, Cllr Lacey would ask the contractor whether he was able to continue work in the cemetery and play area over the 2019 grass cutting season.

15. Wetheringsett Cycle route – no report.

16. Finance

1. Section 137 donation requests

Cllr Harvey reported on a charity, Hope After Suicide Loss, being set up by a Wetheringsett parishioner. The charity would provide support to those affected after suicide, locally to Suffolk and Norfolk with a registered address in Eye. The village had been affected by such tragedies and Cllr Harvey suggested the parish council supported the charity’s set up costs. As there had been no village fete last year it was suggested the sum that would normally have been donated to the fete, £250, was now donated to the start up of the charity. Proposed Cllr Anscombe, seconded Cllr Mrs Aldred and unanimously agreed.

2. Accounts for Payment

Wetheringsett Village Hall – parish council hire of hall 2018/19	£130.00
Clerk’s sal/expen Feb 2019	£270.02
Hope After Suicide Loss – donation	£250.00

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

3. Finance Report

Cllr Leadbetter stated the next report would include the year end figures to 31.3.19.

Salc/Nalc had issued revised payscales for clerks 2018-19 and 2019-20. Item to be included on next Agenda for consideration.

17. GDPR – review and adoption of model Data Protection and Privacy Policies

The model documents had been circulated prior to the meeting. Cllrs Anscombe and Harvey had reviewed the Data Protection document and suggested some amendments. It was agreed SALC would

need to be asked whether such amendments could be made prior to considering adoption of the document.

Model Privacy Policy still under review.

18. To consider adoption of Standing Orders 2018/19

The Nalc model standing orders 2018 with inclusion of data protection legislation had been circulated prior to the meeting. Cllr Anscombe proposed adoption of the document with the exception of para 21 (data protection) which was still under parish council review, seconded Cllr Leadbetter and agreed.

19. To review and adopt Financial Regulations 2018/19

Model Financial Regulations had been circulated prior to the meeting. Cllr Anscombe proposed adoption of the document, seconded Cllr Leadbetter and agreed.

20. Parish Pond, Wetherup Street – report on life aid equipment

Cllr Harvey reported the equipment was in order but the pond edges were overgrown and not defined. Cllr Lacey offered to trim back the overgrown edges around the pond.

21. Clerk's report/correspondence

MSDC – notification of Parish Liaison Meeting, March 7th 10am – 12noon or 6pm – 8pm at Henley Community Centre – details had already been circulated.

MSDC – notification of Cil bids round 3 opening 1 May – 31 May – details circulated.

Parish Council Elections – these would take place on Thursday 2 May. Closing date for nominations Wednesday 3 April. Details had been included in the Parish Magazine and MSDC notice posted on the four parish notice boards.

22. Chairman's Urgent Business – none.

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

24. Date of next meeting – Monday 1 April 2019, 7.30pm at the Village Hall.

Meeting closed 9.35pm

Signed:

Chairman

Date: