

**Wetheringsett cum Brockford Parish Council**  
**Minutes of the meeting held Monday 4 June 2018 at the Village Hall**

Present: Cllrs Mrs C Nickson (Chairman), Miss C Canham, B Lacey, J Leadbetter and Ms S Payne.  
County Cllr A Stringer and District Cllr G Horn.

1. **Apologies for absence** were received from Cllrs Mrs A Arnold, T Alston, R Anscombe, Mrs E Cain and C Harvey.
2. **Declarations of interest relating to items on the agenda** – none.
3. **Town Lane Haulage site report** – deferred to July meeting.
4. **To receive the following reports:**
  - Police – available online. Brief emailed monthly reports had been reinstated. Members found these helpful.
  - County Councillor – Cllr Stringer presented his report (copy attached to the minutes). No questions were raised. Cllr Stringer reported County Highways had carried out repairs to the road and verges in Town Lane, these were now much improved.
  - District Councillor – Cllr Horn reported on councillor cabinet changes at MSDC. Cllr Horn had attended a cabinet meeting at which money had been set aside for Stowmarket, ie £350,000 available for shop improvements and £100,000 for disabled access. This had been extended to Needham Market and Eye and will shortly extend throughout the district. Locality funding had been confirmed, £6250 was available for the Wetheringsett area for local community projects including the proposal cycle route and telephone box refurbishment. Parishes had until Christmas to make applications to the fund. Regarding The Caravans planning application, Cllr Horn reported the approved decision had been made at officer level the Planning Officer having clarified the application was for 10 caravans and not including 14 stables. A length discussion followed during which the Parish Council expressed its concern that it did not believe the application had been handled correctly following the Parish Council submission raising a number of queries resulting in its recommendation of refusal – there had been no further consultation from the Planning Officer attempting to resolve the queries. Cllr Horn reported the Planning Officer had investigated the process and clarified items within the application, the correct process had been followed and it was unlikely the decision would be changed. Cllr Horn suggested the Parish Council write to the Planning Officer/Head of Planning requesting a formal report on the process followed. Cllr Horn reminded the meeting the permission had been granted with conditions.
  - Footpaths/Trees – a number of public rights of way were overgrown. This would be reported to Suffolk CC Rights of Way.
5. **Minutes of the Annual Parish Council meeting held 1 May 2018** – Cllr Leadbetter proposed adoption of the Minutes, seconded Cllr Lacey and agreed.
6. **Matters arising from the Minutes for report** – none.
7. **MEETING OPEN TO THE PUBLIC** – no comments
8. **Planning Applications for recommendation to MSDC**
  1. DC/18/02129 : The Cherries, Pitman’s Corner – erection of 2 storey rear extension. Cllr Leadbetter proposed recommendation of approval, seconded Cllr Lacey and agreed.
  2. DC/18/01729 : Waveney Cottage, Church Street – repair south facing first floor window. Cllr Leadbetter proposed recommendation of approval, seconded Cllr Lacey and agreed.
9. **Planning Decisions received from MSDC**
  1. DC/17/05336 : The Caravans, Brockford Road – change of use of land for siting 10 residential caravans. Erection of fencing. **Planning Permission Granted.** Members agreed a letter to MSDC Planning setting out its concerns as to whether the correct process was followed as a result of the queries raised and the confusing nature of the application.
  2. DC/18/01413 : the Malt House, The Street – replacement windows to side and rear. **Listed Building Consent Refused.**
  3. DC/18/00018 : Deerbolts Cottage, Blacksmiths Green – conversion and extension of outbuilding to form holiday let. Installation of sewage treatment unit and landscaping. Upgrade vehicular access. **Planning Permission and Listed Building Consent Granted.**
10. **Planning Correspondence/Street Naming**
  - Town Lane signs – an estimate for installation of two street naming signs had been received from MSDC totaling £30.40 each plus VAT, carriage £16.00. Query whether this included cost of installation and posts for the signs.

**11. Wetherngsett Village Hall report**

Cllr Leadbetter reported a balance of £688.88 in the reserve account. Regarding the proposed maintenance work, a meeting was yet to be arranged with the School and Suffolk CC (Joyce Stoddard). A review of the options would need to be considered following the meeting. In the meantime Cllrs Leadbetter would look into obtaining three quotes for the priority work.

**12. Proposed new Village Hall/All Saints Church report**

Discussions with the Church and other proposals would need to be set out in a written report from the Working Group showing all options for consideration.

**13. VAS report** – deferred to next meeting.

**14. Play Area Maintenance report**

An estimate of £275 had been received from Kompan to carry out a survey and maintenance report on the equipment. Members were not prepared to pay a fee for a quotation and agreed that Kompan should be asked to carry out an inspection without fee particularly as some parts were still under guarantee and one section appeared to have been installed incorrectly. Pending a response from Kompan the following action plan was proposed: Obtain quotation to carry out repairs to picnic tables and fence, Cllrs Lacey and Ms Payne will look into cleaning the equipment using school taps, Cllr Mrs Nickson to investigate replacement slide panel, ask MSDC for details of their play equipment maintenance.

Cllr Ms Payne added that some funding for the maintenance work could be available from the Wetheringsett Community Trust fund.

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

Cllr Lacey reported he had received an invoice for £250 for the first cut. Members approved the payment confirming this had been a good initial cut.

**16. Proposed Wetheringsett Cycle Route/Hockey Hill/Telephone Kiosk**

Cycle route - Cllr Ms Payne reported she had met with Paul Gant from Suffolk CC to discuss the cycle route and possible double yellow lines on a small section of Hockey Hill. Details of the person dealing with cycle routes was yet to be supplied.

Hockey Hill – Mr Gant would carry out a further survey during school pick up/drop off times. If it was felt appropriate to install lines the cost would fall upon the Parish Council.

Telephone Kiosk – Cllr Ms Payne still trying to speak to the Hakluyt Society.

**17. Finance**

1. To consider s.137 donation requests

A response had been received from Suffolk Age Concern regarding support given to parishioners. Cllr Ms Payne proposed a donation of 360, seconded Cllr Lacey and agreed.

2. Accounts for payment

|   |         |
|---|---------|
| Suffolk Age UK                              | £60.00  |
| Clerk sal/expen May                         | £268.12 |
| PGM Home & Garden Services Grasscutting May | £250.00 |

3. Finance Report – deferred to next meeting.

**18. Review and adoption of Standing Orders and Financial Regulations** - deferred pending review of GDPR arrangements.

**19. GDPR review and report**

A report was due from the working group Cllrs Anscombe and Harvey. In the meantime a query to be raised with SALC as to whether there would be a need for a review of the Members Register of Interest forms.

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

SALC – North Area Meeting, 7.30pm 6 June 2018 at Hoxne VH  
EACH – letter of thanks for recent donation

**21. Chairman's report**

Members agreed it was necessary to re-visit the preparation of a Neighbourhood Plan. Include on next agenda.

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

Cllr Miss Canham reported that she had a supply of tree saplings, Rowan, Hazel and Silver Birch, that she would like to donate to the village for planting during the autumn, if appropriate. Members thanked Cllr Miss Canham for her offer, include on August agenda to discuss sites.

Parked Cars – Hockey Hill. This could possibly be incorporated into Cllr Ms Payne's discussions with Suffolk CC Highways.

Meeting closed: 10.40pm

Signed:

Chairman

Date: