

Wetheringsett cum Brockford Parish Council
Minutes of the meeting held Monday 4 November 2019, 7pm at the Village Hall, Wetheringsett

Present: Cllrs C Harvey (Chairman), Mrs A Arnold, D Brown, Mrs C Cain, Mrs C Escourt, Mrs H Green, B Lacey, M Pease. County and District Cllr A Stringer, one member of the public.

1. **Apologies for absence** were received from Cllrs Mrs E Aldred, T Alston and Mrs S Gibbs.
 2. **Declarations of interest relating to items on the agenda**
Item 11 - Cllr Mrs C Escourt
 3. **To receive the following reports:**
Police – available online. No comments raised.
County Councillor – written report from Cllr Stringer – copy attached to the minutes. No comments raised.
District Councillor – no report.
Public Rights of Way – Footpath 16 between the Church and Wetheringsett Manor. Report obstruction.
Trees – no report.
 4. **Minutes of the meeting held 7 October 2019**
The Minutes were approved subject to the following amendment:
Item 14 – the repair totalling £1050 had been carried out. The outstanding work included the replacement panel on the slide. Proposed Cllr Pease, seconded Cllr Lacey and agreed.
 5. **Matters arising from the Minutes for report** – none.
 6. **MEETING OPEN TO THE PUBLIC** – no comments.
 7. **To consider Planning Applications for recommendation to MSDC** – none.
 8. **Planning Decisions received MSDC** – none.
 9. **Planning Correspondence** – none.
 10. **Wetheringsett Village Hall report:**
School Licence - The Chairman reported on the meeting held with a representative from the Diocesan Board Buildings Dept to discuss the new School Licence. No changes would be made to the existing terms at present. The licence with Suffolk CC would terminate at 31 October 2019 at which point the new licence with the Diocesan Board MAT would take over and there would be an opportunity to re-negotiate the existing rent in January 2020 to be effective 1.4.20. There was a request that the hours the hall was used by the School be more precise.
Future of the Hall – the response to the village survey regarding the future of the hall had been low. It was proposed that a meeting was held with parishioners, a cheese and wine evening, with an invitation to each household plus details in the parish magazine and website to obtain parishioners support or not on the future of the hall. A date of Friday 10 January 2020 was agreed. The hall would be 100 years old during next year, 2020. Cllrs Pease and Mrs Green to prepare invites and notices for magazine/website.
Hall floor – the floor had been cleaned during half term and thanks were recorded to Cllrs Mrs Gibbs and Mrs Aldred. There had been a further request from the school that it was sealed. Members reiterated the floor had been waxed to enable the wood to breathe, sealing the floor would trap any damp. To assist cleaning a request was made for a heavy industrial door mat, a wide handled broom and new vacuum cleaner – include on next agenda.
- 7.30pm County Cllr Stringer arrived**
The Chairman proposed Cllr Stringer was invited to add any further comments to his written report – proposal agreed.
Cllr Stringer reported a planning application had been made in Brockford Road for a Lawful Development Certificate for growing grass commercially. If lawful development was agreed the land could be categorized as a brownfield site. The site was in Mendlesham so the planning application had been sent to Mendlesham PC. It was understood the grass was grown for agricultural purposes.
- 8pm - Cllr Stringer left the meeting to attend another parish council meeting.**
11. **Use and maintenance of current hall – medium term plan for village hall**
A quotation had been received for repair to the outside render totalling £1038.50. Cllr Lacey reported work was required on the gutters to stop the water overflow. If time allowed the quote would include repair to the gutters. Cllr Pease proposed acceptance of the quote, seconded Cllr Mrs Arnold, 7 in favour, 1 abstention.
 12. **Remembrance Sunday 10 November 2019 – parish council representation at All Saints, Wetheringsett, 10.45am and the USAAF 34th Bomb Group Memorial Service at St Mary's Mendlesham, 9.30am.**

The Chairman to attend the Wetheringsett service and Cllr Mrs Arnold would be attending Mendlesham.

13. VAS speed awareness report

No report from Cllr Harvey. Cllr Mrs Cain to forward on the Brockford Street results to PCC Tim Passmore.

14. Play Area Report

The annual ROSPA inspection had taken place resulting in a number of low and very low risk items for remedial action. These would be dealt with over the coming months. Cllr Lacey to progress the slide repair and removal of the wooden sleepers to be replaced with a grass slope.

15. Cemetery and Play Area grass cutting

Cllr Lacey reported the Play Area may need one further cut.

16. Proposed Neighbourhood Plan

Members of the working group had now reduced to two, Hilary Green and Kathy Smith. Kathy was pursuing a biodiversity group. A further update would be given at the January meeting.

17. Wetheringsett Cycle Route – Opening

The opening on 3 November had been well attended and members commended Sarah Payne for progressing the project, County Cllr Andrew Stringer for opening the route and for his grant. The kiosk had been transformed. The purchase of six metal brown signs stating Hakluyt Cycle Route was suggested. These would probably need permission from MSDC. Increased cover to £6,000 for the stained glass panels was suggested and proposed by Cllr Pease, seconded Cllr Mrs Green and agreed. Following the assistance from Sustrans (National Cycling Network) a donation of £50 was proposed by Cllr Lacey, seconded Cllr Mrs Cain and agreed.

18. To consider a Grit Bin at Cedars Hill/A140 junction

It was understood the junction would be gritted by County Highways as it was an A route junction. Cllr Lacey proposed that no bin was sited at the junction, seconded Cllr Mrs Cain and agreed.

19. Finance

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

2. Accounts for Payment

MSDC – additional fee for dog/waste bin emptying 19/20	£27.60
S C Clifford – Red kiosk refurbishment (cycle route)	£1540.00
Ruth Mitchel – third and final payment stained glass (cycle route)	£1420.00
S Payne – sign printing (cycle route)	£40.00
Stowmarket Glass – glazing kiosk (cycle route)	£432.00
Clerk – sal/expen Oct 2019	£281.52
K Goudy – 2 RBL Poppy Wreaths	£66.00

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

3. Finance Report – to consider draft precept proposals 2020/21

Cllr Pease had circulated draft proposals for the Parish Council precept 2020/21 (copy attached to the Minutes). The proposal recommended no change for the next financial year and that the precept remained at £8850. It was anticipated any small unforeseen costs could be met from current reserves.

Cllr Mrs Green proposed adoption of the recommendation, seconded Cllr Mrs Escourt and unanimously agreed.

20. Policy to consider and adopt Standing Orders and Financial Regulations 2019/20

The above existing documents had been circulated prior to the meeting. No changes were recommended.

Cllr Pease proposed adoption of both documents, seconded Cllr Mrs Arnold and agreed.

21. Clerk's report/correspondence

Notification of SALC AGM 26 November 2019.

22. Chairman's Urgent Business – none.

23. Any other business for information exchange/agenda requests

Town Lane - Complaints had been received regarding the overgrown hedge at Plovers Cottage. Item to be reported via the Suffolk CC Highway reporting tool.

Dog Bin - A parishioner request had been made for an additional dog bin – include on next agenda.

24. Date of next meeting – Monday 2 December 2019, 7pm at Wetheringsett Village Hall.

Signed:

Chairman

Date:

Wetheringsett cum Brockford Parish Council

Proposed Precept for 2020/21

	Proposed	2019/20	2019/20 YTD	£0
Village Hall Maintenance	£1,000	£1,000		£0
Insurance	£820	£800		£0
Audit	£308	£300		£145
Subscriptions	£410	£400		£339
Village Hall Meetings	£154	£150		£0
Training*	£500	£200		£0
Donations	£410	£400		£200
Fete	£205	£200		£0
Grass Cutting	£1,025	£1,000		£500
Play Area*	£600	£300		£750
Clerk	£3,690	£3,600		£1,739
Bus Shelter	£103	£100		£0
Defibrillator	£103	£100		£0
VAS	£103	£100		£0
Waste Bins	£205	£200		£135
Cycle Loop (External Funding)		£7,000		£1,375
Admin				£223
VAT				£56
Total	£9,634	£8,850		£5,462

Inflationary Adjustment 2.50% Increase on 2019/20 £784

* Above inflation increase to reflect 2019/20 overspend & new councillor training

N.B. The above inflation increases could be taken from reserves

Expenditure 2019/20 YTD	Budget	YTD (Sept)
Village Hall Maintenance	£1,000	£0
Insurance	£800	£0
Annual Audit	£300	£145
Annual subscriptions	£400	£339
VH Meetings	£150	£0
Training	£200	£0
Donations	£400	£200
Fete	£200	£0
Grass cutting	£1,000	£500
Play area maintenance	£300	£750
Clerk	£3,600	£1,739
Bus Shelter	£100	£0
Defibrillator	£100	£0
VAS speed sign	£100	£0
Waste & dog bins	£200	£135
Cycle Loop	£7,000	£1,375
Administration	£0	£223
Vat	£0	£56
	£15,850	£5,462