

**Wetheringsett cum Brockford Parish Council**  
**Minutes of the meeting held Monday 6 December 2021 at 7pm at Wetheringsett Village Hall**

**Present:** Cllrs Mrs E Cain (Chairman), Mrs E Aldred, Mrs A Arnold, T Alston, Mrs L Drury, Mrs H Green, C Harvey, B Lacey, Mrs R Leech and M Pease. County and District Cllr A Stringer and four members of the public

1. **Apologies for absence** were received from Cllr Mrs C Estcourt.
2. **Declarations of interest relating to items on the agenda** – none.
3. **Reports**
  1. Police available online at <http://suffolk.police.uk>. No queries were raised.
  2. County Council - Cllr Stringer went through his report (copy attached to the Minutes).
  3. District Council – items raised included the development in Brockford Street – Cllr Stringer stated MSDC was investigating the current building work.  
Town Lane – it was reported containers were currently being stored on land not in the ownership of the haulage company.
  4. Footpaths - footpath 26 at Broad Green was overgrown.
  5. Trees - no report.
4. **MEETING OPENED TO THE PUBLIC – 7.18pm**

*The Chair informed the meeting three minutes would be allowed to each parishioner wishing to raise an item*

Clay Cottage – Re-consultation: DC/21/03140 - a parishioner raised his objections to the re-consultation relating to the site location plan and noise impact assessment both received by MSDC on 29/11/21 and queried why those documents had not been itemised on the Parish Council agenda.

The Chair informed the meeting the re-consultation letter relating to those documents had been received by the Parish Council on 3 December 2021, after the agenda had been issued. The re-consultation related to DC/21/03140 the subject of consideration by parish councillors at agenda item 7.1.

The parishioner went on to inform the meeting of the 20 objections sent to MSDC Planning, available to view on the MSDC planning website and stated his concerns over the superseded site location plan submitted on 29 November 2021, the impact on the public right of way and the noise levels reported in the noise impact assessment also received by MSDC on 29/11/21.

The Clay Cottage applicant answered questions raised relating to disposal of sawdust generated from the work – this would be collected by horse riders for stables and a resident queried the amended site boundary – the applicant stated this was to provide a working area for storage and parking.

District Cllr Stringer clarified the red line boundary was the area legally being asked for in the application, items within the blue line could be conditioned, ie the application applied to the red line only.

A further parishioner queried the noise levels and information provided so as to lessen the sound. The applicant stated he would be very willing for Building Control to impose the noise level conditions required. The Chair thanked parishioners for their comments.

*Meeting closed to the public at 7.29pm*
5. **To consider for approval Minutes of the meeting held 1 November 2021**

Cllr Alston proposed adoption of the Minutes, seconded Cllr Mrs Aldred and unanimously agreed.
6. **Matters arising from the Minutes for report** – none.
7. **Planning applications for recommendation to MSDC**
  1. DC/21/03140: Clay Cottage, Pitman’s Corner, Wetheringsett – change of use of domestic outbuilding to workshop. Re-consultation following revised site location plan of 8.11.21.  
A further re-consultation notification of amended Site Location plan and a Noise Impact Assessment report had been received from MSDC Planning on 3.12.21 under the same planning application number DC/21/03140. This had been forwarded to councillors for consideration prior to the meeting.  
Cllr Pease was of the view any recommendation from the Parish Council should include as conditions the Best Practical Means measures as listed in the Noise Impact Assessment .  
Cllr Mrs Leech suggested a Maintenance Agreement also recommended in the Noise Impact Assessment should be included as a condition.  
Having considered the further information from MSDC and the comments raised in the Open Session above, a recommendation that the Parish Council reiterated its support of the change of use application subject to the conditions below, was proposed and seconded.  
Eight members in favour, Two abstentions. Proposal Carried.  
Recommendation as follows:  
The Parish Council recommended support of the proposal subject to the following

conditions:

That the following Best Practical Means measures are applied to any permission granted:

- Doors to be closed during joinery and cabinetry activities inside the workshop
- Plant and equipment will be shut down whenever not in use
- Equipment/ plant will be well-maintained and where possible, will be used in the mode of operation that minimises noise
- Movable equipment will be located as far away as reasonably practicable from the adjacent residents building or as close as possible to acoustic screening or partial enclosure to provide additional screening from sensitive noise receptors
- All personnel will be instructed on BPM measures to reduce noise
- Noisy activities will be staggered in time whenever possible

A Maintenance Agreement, as recommended in the Noise Impact Assessment Report, is put in place to ensure acceptable noise levels are maintained.

The Parish Council reiterated its comments to the previous application as follows:

- That the application was personal to the applicant only and cannot be passed on to any future owner of Clay Cottage
  - That the application is subject to adequate sound proofing so as not to impact upon neighbouring residents.
  - Hours of working: Monday - Friday 8am - 5pm and Saturday 8am - 12noon. Sunday - closed.
2. DC/21/06082: Riverside, Church Street, Wetheringsett – erection of detached garage following demolition of existing. A recommendation of support was proposed, seconded and unanimously agreed.
  3. DC/21/05891: Dove Cottage, Church Street, Wetheringsett – replacement rear patio doors with a window and utility door with stable door and repaint render, fascias, garage and front door. Work to trees. A recommendation of support was proposed, seconded and unanimously agreed.

#### 8. Planning Decisions received from MSDC

1. DC/21/06316: The Bungalow and Caravan Site, Mendlesham Road, Wetheringsett – application for non-material amendment to 0121/85 – removal of condition 1: limiting the occupation of the site, including the bungalow, to gypsies as defined in Section 16 of the Caravan Sites Act 1968. Application Refused.

#### 9. Planning correspondence - none

#### 10. Parish Council Loan application to the Dept for Levelling Up, Housing & Communities to fund replacement of Wetheringsett Village Hall floor

##### 1. Application progress report

The following documents were required to accompany the loan application:

- (1) Parish Council Minutes containing resolution to borrow;
- (2) Budget and repayment schedule;
- (3) Report to Council summarising the project;
- (4) Loan affordability;
- (5) Parish council precept increase;
- (6) Process for consultation with parishioners;
- (7) Updates to parishioners on the project

Cllr Pease had prepared a budget and precept summary for 2022-23 incorporating an allowance for the loan and repayment schedule showing repayments over the next 9 years (life of the loan) – see below:

<b>Amount of investment</b>	£16,867			
<b>Rate of return</b>	1%	p.a.		
<b>Total to be repaid</b>	£17,665.03			
<b>Investment repayment</b>	£2,000	p.a. + interest for year		
<b>Return schedule</b>	Principal	Annual Interest	Repay Investment	Balance O/S
<b>Nov-22</b>	£2,000.00	£168.67	£2,168.67	£14,867.00
<b>Nov-23</b>	£2,000.00	£148.67	£2,148.67	£12,867.00
<b>Nov-24</b>	£2,000.00	£128.67	£2,128.67	£10,867.00
<b>Nov-25</b>	£2,000.00	£108.67	£2,108.67	£8,867.00
<b>Nov-26</b>	£2,000.00	£88.67	£2,088.67	£6,867.00
<b>Nov-27</b>	£2,000.00	£68.67	£2,068.67	£4,867.00
<b>Nov-28</b>	£2,000.00	£48.67	£2,048.67	£2,867.00

Nov-29	£2,000.00	£28.67	£2,028.67	£867.00
Nov-30	£867.00	£8.67	£875.67	£0.00
		£798.03	Total Interest	

**Interest was on an annual basis - total interest :**

**£798.03**

To cover the cost of the loan repayments the budget and precept summary showed an annual budget of £9830, an increase of £980 on last year. It was noted by members there had been no precept increase for the last three years.

A report to accompany the application, summarising the project, had been prepared by Cllr Pease and presented to members.

**Based on the figures and report above it was RESOLVED to seek the approval of the Secretary of State for Levelling Up, Housing and Communities for a loan of £17,000 from the Wetheringsett cum Brockford Church and Town Estate Charity over the borrowing term of 9 years for the replacement of the Village Hall floor. The annual repayments would commence at November 2022 totalling £2168.67 (including the 1% interest rate) decreasing to a final payment, as shown above, of £884.34 at November 2030.**

**It was also intended to increase the council tax precept for the purpose of the loan repayments by 11% which was the equivalent of an additional £980 pa. A consultation was to be held with parishioners via the parish magazine and a quiz evening during January 2022.**

**Cllr Mrs Arnold proposed acceptance of the above Resolution, seconded Cllr Mrs Leech - unanimously agreed. Proposal Carried.**

2. Consultation with parishioners on need to increase the precept to fund the loan repayments  
Due to the urgency of the repair work the Chair and Cllr Pease would arrange a consultation with parishioners via the parish magazine. The consultation would include a feedback facility for parishioners. In addition the village hall situation would be canvassed at the January Quiz Evening.

## 11. Village Hall

### 1. Refurbishment and Management Committee report

Cllr Pease reported removal of the scaffolding was currently 1 week behind schedule. Once it had been removed rendering would start on the outside wall. After the rendering work was complete work would start on the patio.

The ramp inside the hall was now in place and would be painted with non-slip yatch paint.

The roof was now of industrial quality steel and the hall roofline now completely straight.

Insulation would not go ahead due to insufficient roof space for any insulation.

The 1940's Heaters were due to be replaced during the middle of the following week.

All coat hooks on the walls would be removed.

Painting and floor preparation schedule - Several volunteers had come forward to carry out the work the week beginning 13<sup>th</sup> December 2021.

Stage replacement- The stage could not go back at present due to the timber inside having rotted away making it unusable. The top of the stage was however still solid. The builders had been asked to make a new stage frame and the Village Hall had offered £200 towards the cost.

It was hoped the School would have access to the hall from mid January.

Cllr Lacey rased a query relating to the condition of the lean-to roof.

2. Events and Platinum Jubilee 2022 celebrations - Cllr Pease reported the committee were looking into arranging celebrations for the Queen's Platinum jubilee. The committee was looking to obtain funds up to £400 for the event.

### 12. **Play Area maintenance report following ROSPA inspection 2021**

Cllr Lacey reported the sleepers had been secured pending removal before the spring.

The swing frame woodwork appeared to have split due to the weather.

The safety surface basket swing required some maintenance.

It was believed the basket swing height was in line with the manufacturers guidance. This would need to be checked with Kompan or the Play Inspection Co.

### 13. **Grasscutting report** - cemetery and play area

Cllr Lacey reported the grass contractor was due trim around the memorial stones shortly.

### 14. **VAS speed equipment including Brockford Street and Automatic Number Plate Recognition Camera Project (ANPR) report**

Cllr Harvey reported the VAS equipment had been located in Brockford Street for the last 3-4 weeks during which time the fault had been corrected. Cllr Harvey would prepare a report on the Brockford Street data.

There was no update regarding the ANPR project.

#### **15. Wetheringsett Neighbourhood Plan report**

The latest progress report from the Chair of the Working Group and Planning Consultant had been circulated. No queries were raised.

Cllr Mrs Green stated that due to her work commitments it would be necessary for her to step back from the Group.

#### **16. Report on Remembrance Services – Wetheringsett and Mendlesham**

It was reported both services had been well received. The Chair, Cllr Mrs Aldred and Cllr Alston had all attended the Wetheringsett Service. Cllr Mrs Aldred had laid the wreath on behalf of the Parish Council. Cllr Mrs Arnold had attended the Mendlesham Service and her granddaughter had laid the wreath at the 34<sup>th</sup> USAAF memorial on behalf of the Parish Council.

#### **17. Finance**

##### 1. To consider s.137 donation requests

An update on the work of the East Anglian Childrens' Hospice (EACH) had been received. The Council had supported the charity in the past. A donation of £100 was proposed, seconded and agreed.

##### 2. Accounts for payment

MSDC – dog and waste bin emptying 2021-22	£52.19
Clerk – sal-expen Nov 2021	£284.46
K Goudy – RBL Wreaths	£40.00
EACH – donation	£100.00

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

##### 3. Finance report including consideration of draft budget and precept 2022-23

The draft budget and precept request for 2022-23 had been circulated to members prior to the meeting. As reported at item 10.1 above there was a need to increase the precept this year to fund the cost of the parish council loan for emergency repairs to the village hall floor. The proposed increase was an additional £980 above last year's precept, a total of £9830 and as previously mentioned there had been no increase in the precept over the last three years.

Cllr Mrs Leech proposed acceptance of the budget figures and precept request of £9830, seconded Cllr Mrs Cain and unanimously agreed.

Thanks were recorded to Cllr Pease for work on the figures for the precept and the village hall loan – this had been much appreciated.

#### **18. To review and consider for adoption the following policy document:**

##### 1. GDPR – Data Breach – deferred to next meeting

##### 2. Adopted Policy documents : report on actions from last meeting:

Risk Assessment 2021-22 – Parish Pond report. Cllr Harvey reported the Lifeline was in good condition and would be inspected annually.

It was suggested the provision of the Pond sign was considered. Item to be included on next agenda.

Asset Register – Sound equipment cabinet – to be included on the March agenda.

#### **19. Suffolk CC – To consider response to Lorry Route Map review consultation**

Agreed response: the lack of attention to speed limits by lorries/HGV's travelling through local villages and particularly Brockford Street.

#### **20. Clerk's report/correspondence - none**

#### **21. Chairman's Report - none**

#### **22. Any other business for information exchange/future agenda requests - none**

#### **23. Date of next meeting - Monday 10 January 2022, 7pm at the The Village Hall, Wetheringsett**

Meeting closed 9.33pm

Signed:

Chairman

Date:

Latest Government advice is available here: [www.gov.uk/coronavirus](http://www.gov.uk/coronavirus)

#### Cabinet Meeting 9<sup>th</sup> November

##### **Climate Change Property Investment Strategy:**

The Cabinet met on the 9<sup>th</sup> November, and unanimously voted in favour of a £12.8 Investment into ensuring Council buildings become carbon neutral. This is in response to the Council's climate emergency, that was declared back in 2019, and includes offices, fire stations, libraries, and others that are owned by Suffolk County Council. The Administration has said schools are not a part of this investment, as many are academies, and only a few are owned by the Council.

##### **A12 improvements:**

The Cabinet voted unanimously in favour of the recommendations outlined for the A12 Major Network Project. The Cabinet agreed a total investment of £57.46m, of which the Department for Transport are to confirm its contribution of £45.19m, in line with the Government's national scheme to improve highways. The balance of about £12m (plus any cost over runs) will have to come from a mix of the county council and any contributions it can negotiate from developers. The project aims to reduce congestion by widening roads and improving public transport along the A12 at Woodbridge and along East of England. The project also aims to incentivise walking and cycling as more practical options to driving short distances. Our Group have brought up issues of large areas of natural beauty, including mature trees, being cut down to incentivise more personal vehicle use.

#### Full Council Meeting 2<sup>nd</sup> December

Our Group were able to submit two motions to council, as the Labour group again failed to submit a motion of their own. This gave our Group an opportunity to submit two motions that brought about important attention to road safety in Suffolk. The purpose of our first motion was to ensure that the County Council commit to enforcing 20ph zones, in light of the newly amended Highway Code, making it clear that all speed limits within a red circle are obligatory – including a 20mph limit.

Our second motion asks the County Council to confirm its responsibility to making our roads safer for Suffolk residents and visitors, by committing to further education, enforcement, and engineering. Further commitments include expanding the Bikeability scheme, meaningful engagement via a visit from a Road Safety Specialist to every school at least once every academic year, and more coordinated between services. **The results of these motions are to be decided on the 2<sup>nd</sup> December, and so an update of the voting results will be sent in the first week of December.**

#### Meeting with Director of Public Health – Brief on COVID Enhanced Response Area Strategy & Countywide Shortage of Flu Jabs

On the 26<sup>th</sup> November, the Group met with Stuart Keeble, the Director of Public Health at Suffolk County Council. This was to discuss recent shortages of flu jabs reported in Suffolk, as well as a brief on Suffolk's Enhanced Response Area Strategy tackling the rising COVID rates.

It was confirmed by the Director of Public Health that there is a regional issue with the supply of flu jabs, and that the entire East of England is experiencing this. Our Group was concerned that Suffolk's agencies would not be able to provide the flu vaccine to all that fit the Government's new broadening of criteria for those who are now eligible for a free flu jab. For further details on the new criteria for a flu jab, please see here: [National flu immunisation programme 2021 to 2022 letter - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/97822/national-flu-immunisation-programme-2021-to-2022-letter)

The Director of Public Health confirmed to our Group that the Enhanced Response Area program will be announced as completed, due to the falling COVID rates across Suffolk – stating that the work produced during the period can be replicated by Suffolk officials without being a part of the national strategy.

One step towards vaccinating rural communities and isolated families is through the 'Vaxi Taxi' service, funded by through the Control Outbreak Management Fund. The Council will use approved taxi contractors to provide direct transportation for eligible teenagers and parent/carers to be driven to a vaccination site, and brought back home.

#### Lorry Route Map Review in Suffolk

Suffolk County Council is undertaking a review of recommended lorry routes across the county, the first major review of the network since 2011. Suffolk County Council has invited parish and town councils for their views, and to provide up to three routes where they believe HGV traffic has the highest impact on their communities. For further information, please contact [lorry.routes@suffolk.gov.uk](mailto:lorry.routes@suffolk.gov.uk), or visit

<https://www.suffolk.gov.uk/roads-and-transport/lorry-management/lorry-route-plan-review-in-suffolk/>

**National Threat Level Changes: Stay Alert**

Following the recent bombing incident in Liverpool and the murder of Sir David Amess MP, the Joint Terrorism Analysis Centre (JTAC), took the decision to raise the UK National Threat Level from SUBSTANTIAL, meaning an attack is likely, to SEVERE, meaning an attack is highly likely.

If you've seen or heard something that could potentially be related to terrorism, trust your instincts and report it. Your actions could save lives. Report via <https://act.campaign.gov.uk/> or call 0800 789 321. In an emergency always call 999.

**Follow us on:**

**Twitter** - [Suffolk Green, Lib Dem & Independent Group \(@SuffolkGLI\) / Twitter](#)

**Website** - [Suffolk Green, Liberal Democrat and Independent Group – The GLI Group at Suffolk County Council \(suffolkgli.wordpress.com\)](#)