

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

Present: Cllrs C Harvey (Chairman), Mrs E Aldred, Mrs E Cain, Mrs C Estcourt, Mrs S Gibbs, Mrs Hilary Green, B Lacey and M Pease. County Cllr A Stringer and 2 members of the public

1. **Apologies for absence** were received from Cllrs Mrs A Arnold, T Alston and D Brown.
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. Additional items raised: unauthorised development at Brockford Road – Cllr Stringer reported official enforcement notices had been served. Unless appeals were lodged, trigger points would need to be adhered to otherwise court action would follow. Only one of the nine plots (first on the left) was authorised.
 - District Council report – none.
 - Public Rights of Way - footpath 52 – 16, willows had been cut down and left in the footpath causing obstruction.
 - Trees – Cllr Mrs Aldred stated she was awaiting delivery of the young trees.
4. **Minutes of the meeting held 2 September 2019**

Cllr Pease proposed adoption of the Minutes, seconded Cllr Mrs Green and agreed.
5. **Matters arising from the Minutes for report** – none.
6. **MEETING OPEN TO THE PUBLIC**

A parishioner raised the removal of a mature roadside boundary hedge from one of the fields along the Debenham Road. There had been much discussion and concerns raised amongst parishioners on the community Facebook page. These had included the impact on wildlife and discussion took place as to setting up a proper biodiversity scheme in the village through the neighbourhood plan so as to avoid any re-occurrence of this type of action, there having been no communication from the landowner as to why the hedge had been so severely cut back. It was suggested initially that a community group got together to prepare a ‘conservation in villages’ report for incorporation into a Neighbourhood Plan.

Parishioner/Neighbourhood Plan Group to look into progressing this.
7. **Planning Applications for recommendation to MSDC**
 1. DC/19/04515: Maple Bungalow, Park Green – application under s.73 of the Town and Country Planning Act – Removal of Condition (agricultural occupancy) of permission OL/160/91. It was proposed, seconded and agreed to support the application.
8. **Planning Decisions received from MSDC:**
 1. DC/19/03673: 1 Turnpike Cottages, Norwich Road – erection of det garage. **Planning Permission Granted.**
 2. DC/19/03472: Moat Farm, Wetherup Street – renovation and extension of outbuilding to create DC/19/03473: self-contained annexe, creation of new window openings and insertion of rooflight. Erection of det 2 bay cartlodge to west boundary. **Planning Permission and Listed Building Consent Granted.**
 3. DC/19/03654: Mill House, Station Road – discharge of conditions DC/18/00263 – condition 4 agreement of materials. **Action required in accordance with specific timetable.**
 4. DC/19/02386: Land adjoining 1 Knaves Green, Brockford Green – erection of detached dwelling. **Planning Permission Refused.**
 5. DC/19/01753: Wetheringsett Manor, Church Street – alterations to Wetheringsett Manor and DC/19/01752: associated buildings to facilitate change of use to specialist school for children with special educational needs. Removal of lean-to extension and collapsed brick structure. **Planning Permission and Listed Building Consent granted**
 6. DC/19/03990: Mill Cottage, Church Street – discharge of conditions application DC/19/01222 – Condition 3 fenestration and Condition 4 materials. **Approved with conditions**
9. **Planning Correspondence** – none.

10. **Wetheringsett Village Hall**

1. Administration handover and report

The balance on the account currently stood at £762.94. The Murder Mystery evening had been well attended. The Harvest Supper was going ahead on 12 October and Pantomime rehearsals would commence on 8 October. Quarterly rent was due from the School and the music and entertainments licence was now due for payment. Cllr Mrs Gibbs reported handover of administration including banking was progressing.

2. Letter from Primary School re. maintenance of floor and Diocesan Board re. Licence with new Governing Body – MAT with effect from 1 November 2019

The Chairman reported a letter had been received from the School asking that the floor was cleaned, refurbished and sealed to assist the school in its use of the Hall, particularly PE. Members had been advised the floor should not be sanded and sealed but after cleaning it could be finished with a wax sealant.

Cllrs Mrs Gibbs and Mrs Aldred offered to wash and clean the floor over the school half term break to bring it up to the School's requested standard on their return.

Repairs to an area of the cracked outside rendering had also been raised. Cllrs Mrs Gibbs and Mrs Estcourt offered to obtain quotes for repair work. It was suggested an amount for the repair up to £1,000 was authorized so that the work could commence as soon as possible.

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

School to be informed of the above.

The Chairman reported with effect from 1 November 2019 the School would become one of eighteen member St Edmundsbury & Ipswich Diocesan Multi Academy Trust Schools (MAT). It would therefore be necessary for the School Licence to use the Hall be transferred from Suffolk CC to MAT.

One of the main concerns raised by parish councillors was the restricted use of the hall the licence imposed on its use by other members of the community or prospective hirers.

It was agreed the Village Hall Working Group (Cllrs Harvey, Alston, Mrs Gibbs plus Cllr Mrs Cain) met with the Diocesan representative to discuss arrangements for the new Licence, meeting to be arranged for half term week.

Electricity consumption and hourly hire rates were also in need of review by the working group.

12. **Review of Parish Council annual insurance cover**

The cover provided by the Community Action Suffolk (CAS) group policy had been circulated to members prior to the meeting. CAS had changed cover from Zurich Insurance to a new Parish Protect policy to meet the changing needs of the modern parish council. The policy would be underwritten by Royal & Sun Alliance Insurance Group, one of the largest insurers in the UK. The policy provided equivalent core cover and all risks cover for parish council assets providing flexibility at a more competitive annual premium of £590.24 for 2019/20. Members had perused the documents provided, Cllr Pease proposed acceptance of the new policy at the quoted one year annual premium above, seconded Cllr Mrs Aldred and agreed.

13. **VAS speed awareness report**

The Chairman reported the equipment had been positioned on the A140 at Brockford Street over the last few weeks due to the diversion of vehicles from the A14 to the A140. The results showed consistent speeds in excess of 30mph in The Street. Cllr Mrs Cain would send the results to the Police and Crime Commissioner, Tim Passmore, for comment.

14. **Play Area report**

Cllr Lacey reported the repair work required and quoted at £1050 had still not been completed. It was agreed an alternative firm, PG Home & Garden Services, were asked to complete the work at the same price. Cllr Lacey to progress.

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

Cllr Lacey reported the final grass cuts for the cemetery had been completed for this year. It was agreed Cllr Lacey pass on the Council's appreciation for the work carried out in the cemetery over the grass cutting season. There may be another cut required in the play area.

16. **Proposed Neighbourhood Plan report** – deferred pending a working group meeting.

17. **Wetheringsett Cycle Route report**

The following invoices for work to date were approved for payment:

Ruth Mitchell – second installment for stained glass panels in telephone kiosk:	£1420.00
Cycle Route signs and stickers:	£81.80
Maintenance materials including paint for kiosk	£876.76

The opening date for the cycle route was confirmed for 3 November 2019 at 11am. County Cllr Andrew Stringer had been invited and had accepted opening the route.

18. **Highway Kerb – Brockford Street/Nursery Gardens**

The request for provision of a kerb was now being dealt with by Suffolk CC Highways the statutory body responsible for kerbing.

19. **To consider SALC new Councillor course/s**

Due to the number of new councillors interested in attending a course, bespoke training in Wetheringsett with a SALC trainer appeared to be the most cost effective. A 3 hour session at a cost of £270 covering Roles and Responsibilities – What Makes a Good Council and the Planning System was agreed.

20. **To consider provision of Grit Bin Cedars Hill/A140 junction** – deferred to next meeting

21. **Finance**

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

2. Accounts for Payment

Information Commissioner – annual data protection fee	£40.00
Ruth Mitchel – second installment for stained glass panels in telephone kiosk	£1420.00
Nibra Signs – cycle route signs and stickers	£81.80
X2 Connect – telephone kiosk maintenance materials	£876.76
CAS – annual PC insurance premium	£590.24
Clerk sale/expen Sept 2019	£283.34
PGM Home and Garden – grass cutting last 2 cuts	£500.00

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

3. Finance report

A statement of Income and Expenditure against budget for 6 months to 30.9.19 had been circulated prior to the meeting (copy attached to the Minutes). This showed expenditure against budget was on track for the first six months of the year.

Cllr Pease to prepare draft budget/precept proposal 2020/21 for consideration at the next meeting.

Bank reconciliation at 30.9.19 was confirmed by the Chairman as follows:

Community a/c	£23,257.62
Business Premium a/c	£9,331.60
VH Comm a/c	£3,999.73

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

1. Suffolk CC – Roadside Nature Reserve Project A140 – notification of maintenance work to marker posts.

2. SALC – notice of Annual Conference on

3. Local Government Boundary Commission – review of boundaries consultation closing date 2 December 2019. Members to make individual comments.

5. Suffolk CC Highways – reported overgrown hedge at Thorndon Road in vicinity of The Grange.

6. Suffolk CC had inspected and took the view it did not warrant remedial action at present.

23. **Chairman's Urgent Business** – none.

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

1. Park Green sign on A140 obscured by vegetation.

2. Hedge at Town Lane/A140 junction obscuring visibility on turning from Town Lane north

3. Oak Trees at the top of Hockey Hill – dead branches hanging over the BT lines. It was believed there was in danger of causing damage to the lines and parishioners/school BT supply should

the dead branches fall on to the line. Cllr Pease to contact BT to request removal of the branches.

25. Date of next meeting - Monday 4 November 2019, 7pm at the Village Hall

Meeting closed 8.55pm

Signed:

Chairman

Date: