

WETHERINGSETT CUM BROCKFORD PARISH COUNCIL
Minutes of the meeting held Monday 8 January 2018

Present: Cllrs Mrs E Aldred, T Alston, Mrs E Cain, B Lacey, J Leadbetter, Mrs C Nickson and Ms S Payne. County Cllr A Stringer and one member of the public.

1. **Apologies for absence** were received from Cllrs Mrs A Arnold, R Anscombe, Miss J Canham and C Harvey. In the absence of the Chairman and Vice Chairman, Cllr Mrs Aldred proposed Cllr Mrs Nickson chaired the meeting, seconded Cllr Leadbetter and agreed.
2. **Declarations of interest relating to items on the agenda**
Item 8.1 Cllr T Alston.
3. **Town Lane Haulage site**
Cllr Ms Payne gave an update on the current situation. There had been a lull in activity in Town Lane due to the contractors no longer using the site. A meeting had been set up with the Chief Executive of MSDC, District and County Councillors due to take place on Monday 5 February to which Cllrs Ms Payne and the Chairman, Cllr Anscombe had been invited together with Town Lane representatives to discuss possible options around the site. Discussions will include business rates associated with the site, a reduction in the number of hours vehicles operate and to hear MSDC suggestions for the future of the site. Cllr Stringer stated he had been in contact with the owner of the site and he would be speaking to residents before the MSDC meeting. It was likely the owner would want to relet the site and the residents were minded to obtain barrister's advice on the planning rules applicable to the site. This would be decided after the MSDC meeting.
The meeting was opened to the public for comment – no comments received.
4. **To receive the following reports:**
Police – report available online. Cllr Ms Payne suggested a note was included in the parish magazine regarding the recent spate of tool thefts in the area. Cllr Ms Payne offered to prepare and submit a report to the magazine.
County Councillor – written report circulated and attached to the Minutes. Cllr Stringer encouraged members to take part in the school transport consultation, he believed the cuts would not save the amount of money anticipated, the biggest overspend being the special needs expenditure for which Cllr Stringer would like to see local provision.
Cllr Stringer also encouraged members to take part in the Woodland Trust consultation and declared an interest as Tree Trust Councillor.
District Councillor – no report
Footpaths – the following maintenance items were reported:
Footpath 16 between Pitman's Corner and Lower Barn Cottage– sign down
Footpath 2 at Church Street – footpath sign broken
Footpath 51 near Wetheringsett Hall – footpath sign down
Footpaths 1, 51 and 17 towards Thorndon – signs down
Old Hall footpath to Red House/Diary Farm – footpath not reinstated
5. **Minutes of the meeting held 4 December 2018**
Cllr Leadbetter proposed acceptance of the Minutes, seconded Cllr Lacey and agreed.
6. **Matters arising from the Minutes for report**
Cllr Ms Payne reported no further information was available as yet on a proposed cycle route.
7. **MEETING OPEN TO THE PUBLIC**
A member of the public enquired whether information was available on the unauthorized occupation of the field in Mendlesham Road. It was reported an acknowledgment had been received from MSDC enforcement stating an officer had been allocated to the case.
A further footpath maintenance item was reported – Collingford Bridge to Brockford a tree had fallen onto the footpath.
8. **Planning Applications for recommendation to MSDC**

1. DC/17/06193 : Rookyards, The Street – erection of 2 dwellings and garage sharing existing vehicular access. (*Cllr Alston left the meeting*) Following lengthy discussion of the application Cllr Mrs Aldred proposed a recommendation of refusal on the following grounds: close proximity to a listed building, overdevelopment of the site – the plot was too small to accommodate two new dwellings, close proximity to the main road (A140), seconded Cllr Mrs Cain – 2 in favour, 1 objection, 3 abstentions.

(*Cllr Alston returned to the meeting*)

2. DC/17/05892 : The Old Forge, Church Street – rebuild brick chimney, replacement external door, removal of c20 brick fire surround and installation of 2 extractor fans. Cllr Mrs Aldred proposed a recommendation of approval, seconded Cllr Ms Payne and agreed.

9. Planning Decisions from MSDC

1. DC/17/05172 : Land west of Old Station View, Hall Lane – erection of dwelling and 3 bay garage with improved access.
2. DC/17/05635 : The Old Forge, Church Street – removal of 2 pine trees, reduction of 1 lime tree to approx. 4 metres and pruning 8 fruit trees. No objection from MSDC.
3. DC/17/02843 : Hoods, Town Lane – replacement of window. Planning Permission Granted.

10. Planning Correspondence and Street Naming

Mendlesham Road - As reported in the public session, confirmation had been received from MSDC that an officer had been allocated to investigate the unauthorized caravan occupation of the field in Mendlesham Road.

Street naming – Brockford Street – the following had been identified as not having a street sign:

Old Nursery Garden, Griffin Lane and Mendlesham Road. Cllr Mrs Cain undertook to speak to residents as to whether they believed a street sign was necessary.

Town Lane – it was agreed application for street name signs at both the A140 and Station Road accesses was made to MSDC.

11. To consider a proposed Parish Plan for Wetheringsett

Following the presentation from Mendlesham representatives at the November parish council meeting, Wetheringsett Councillors considered the production of a Plan for Wetheringsett including the cost, setting up a working group with the required knowledge, the time involved, its required compatibility with the NPP, approval and influence upon MSDC decisions. Taking the above into account it was suggested at the present time it would not be appropriate to embark upon a neighbourhood plan but to review the possibility of a plan in the future. Cllr Mrs Aldred proposed the suggestion, seconded Cllr Ms Payne and agreed. In the meantime a review of the current Village Design Statement was suggested.

12. Village Hall Report

Cllr Leadbetter reported a balance of approx. £2059 in reserve at present. The annual return has been completed and submitted to the Charity Commission. There had been a reduction in the electricity contract from £76 to £72 with effect from January. Repairs were due to two electric heaters and the replastering work had still to be completed.

Curtains-Up were rehearsing for the annual pantomime and Eastern Angles were due to perform on the 14 April. Cllr Leadbetter stated he was always happy to hear from parishioners with ideas and suggestions for use of the hall.

13. Proposed New Village Hall

Cllr Ms Payne reported that all papers relating to the new Hall project had been handed to Cllr Anscombe. A Local Development Agreement was in place for the new building and some monies had been raised towards the initial costs. A working group was now required to take the project further, this did not need to be parish councillors. Cllr Alston offered to include a note in the parish magazine asking for volunteers.

14. VAS speed awareness report

Cllr Alston suggested the equipment was loaned to neighbouring villages. It was agreed Mickfield, Thwaite and Stoke Ash were approached.

15. Grasscutting 2018

Item deferred to next meeting pending members making enquiries as to interest in cutting the cemetery and play area, approx. 4 cuts between March – October.

16. Play Area Report – Cllr Mrs Nickson to continue weekly inspections.

17. Village Spring Clean/Litter Pick

It was suggested a spring clean and litter pick day were combined. Mrs Clare Tilbury to be asked whether a date had been agreed for a spring litter pick.

18. Finance

1. To consider s.137 donation requests - none
2. Accounts for Payment

MSDC – Annual Play Equipment Inspection (Rospa)	£57.04
Community Action Suffolk – annual website hosting	£60.00
Clerk’s sal/expenses Dec2017	£260.30

Cllr Alston proposed payment of the above of the above, seconded Cllr Ms Payne and agreed.
3. To consider a PC contribution to Town Lane legal fees

Cllr Ms Payne stated there would be no formal request for a contribution until after the meeting with MSDC on 5 February. Item deferred to next meeting.
4. Finance Report including Parish Precept 2018/19

A draft budget for 2018/19 prepared by Cllr Leadbetter had been circulated to members prior to the meeting – copy attached to the minutes. The budget set out proposed expenditure for the forthcoming year of £8680 a £30 increase on last year (£8650). With reserves at the beginning of last year (1.4.17) of £21,000 members agreed the figures put forward. Cllr Alston proposed a precept request of £8680 for 2018/19, seconded Cllr Lacey and unanimously agreed. Members recorded thanks to Cllr Leadbetter for his report.

Cllr Leadbetter stated that the clerk’s hourly rate had been due for review at 1 April 2017 and suggested that this item be discussed at the next meeting.
5. To consider items raised in internal audit report 2017/18 and new Data Protection Policy May 2018

Cllr Leadbetter had completed the Internal Control document as specified by the Internal Auditor. Members to review this for agreement at the next meeting.

The GDPR due to come into force May 2018 was still under review by SALC and further updates were pending.
19. **Clerk’s report/correspondence**

SALC – Buckingham Palace Garden Party nomination(current or previous chairmen). Members nominated previous chairman Cllr Leadbetter. The nomination form was completed and would be returned to SALC.

Suffolk CC – Hockey Hill/Church St traffic issues at school drop off. A request to discuss the issues raised by the parish council last autumn had been received from the Highways Community Engineer’s Dept (previous contact was Road Safety Officer who recommended no action). Cllr Ms Payne offered to attend a meeting and she would also raise the possibility of designating a 6 mile cycle route around the village to develop and promote recreational cycling.
20. **To consider Twitter items** – include tool theft awareness
21. **Chairman’s Urgent Business** – none.
23. **Any other business for information exchange/agenda requests**

Cllr Alston requested an item to discuss maintenance and use of former red telephone kiosk, Church St.
24. **Date of next meeting – Monday 5 February 2018, 7.30pm at the Village Hall.**

Meeting closed 9.33pm

Signed:

Chairman

Date: