**Wetheringsett cum Brockford Parish Council**

**Minutes of Annual Parish Council Meeting held 8 May 2017, 7.30p at The Village Hall.**

Present: Cllrs R Anscombe, Miss J Canham, C Harvey, B Lacey, J Leadbetter, Mrs C Nickson, and Ms S

 Payne. One member of the public.

1. **Election of Chairman**

 The Vice Chairman, Cllr Miss Canham, took the chair and asked for nominations for chairman. Cllr Ms Payne

 nominated Cllr Anscombe, seconded Cllr Mrs Nickson and unanimously agreed. Cllr Anscombe indicated his

 willingness to remain chairman and thanked members for their support.

2. **Apologies for absence** were received from Cllrs Mrs A Arnold and T Alston.

3. **Declarations of interest relating to items on the agenda** – none

4. **Election of Vice Chair**

 Cllr Mrs Nickson nominated Cllr Miss Canham for vice chair, seconded Cllr Leadbetter and unanimously

 agreed. Cllr Miss Canham indicated her willingness to remain vice chair and thanked members for their

 support.

5. **To approve minutes of the meeting held**

 Cllr Leadbetter proposed acceptance of the minutes, seconded Cllr Lacey and agreed.

6. **Matters arising from the Minutes for report** – none.

7. **To consider co-option to fill parish council vacancy**

 (***On the agreement of the council, the Chairman opened the meeting to the member of the***

 ***public***).

 Mrs Liz Cain stated having seen the notice in the parish magazine regarding the parish council vacancy, she

 would be interested in joining the council particularly as a resident of the Brockford area of the village. Mrs

 Cain stated she had be resident in the village for the last 18 years and had been involved with the village

 plan on behalf of the community. Cllr Ms Payne proposed Mrs Cain was co-opted to fill the vacancy,

 seconded Cllr Leadbetter and unanimously agreed. Mrs Cain signed the Declaration of Acceptance of Office

 form and joined the meeting.

8. **To appoint parish council working groups**:

 1. Planning – All members

 2. Finance – Cllr J Leadbetter

 3. Public Rights of Way – Cllr Mrs E Aldred

 4. Trees – Cllr Ms S Payne

 5. Village Hall – Cllr J Leadbetter

 6. New Village Hall – see item 14 below

 7. SALC – Cllr Mrs C Nickson

 8. Play Area – Cllr Mrs A Arnold

 9. Emergency Planning/Defibrillator – Cllr T Alston

 10. Road Maintenance/VAS – Cllrs R Anscombe and C Harvey

 The above were proposed on block by Cllr Miss Canham, seconded Cllr Leadbetter and agreed.

9. **MEETING OPEN TO THE PUBLIC** – none

10.**Town Lane Haulage site update**

Following the discussions at the annual parish meeting held earlier in the evening it was noted the

 current issues had only arisen since the site had been sub let to the new contractors.

11. **To consider Planning Applications for recommendation to MSDC**

 1. 1262/17 : Mid Suffolk Light Railway – variation of condition 6 of Planning Permission 3955/11 to allow

 30 steam events per year and removal of requirement to notify details of special event days;

 to allow bar/catering facilities and ancillary area to open to visitors to the museum between

 1700 and 2300 hours throughout the calendar year.

 Members considered the application and due to the lack of clarity as to variation with

 regard to steam days or whether a steam event included a 3 day bank holiday weekend and

 whether there would be a limit on special events a recommendation of refusal was proposed,

 seconded and agreed pending clarification.

 12. **To receive Planning Decisions from MSDC**

 1. 4865/16: Waveney Cottage, Church Street – repairs to first floor bedroom, repairs to sole plate, repair to mullion windows. **Listed Building Consent Granted.**

 2. 0124/17: Stone Cottage, Mendlesham Road – erection of single storey extension to link to main house. **Planning Permission Granted**

 3. 0803/17: Moat House Barn, Town Lane – Change of use of small barn to holiday let. **Planning Permission Granted**.

 4. 0804/17: Moat House Barn, Town Lane – erection of single storey extension to small barn and

 single storey extension to main barn. **Listed Building Consent Granted.**

13. **Village Hall report**

 Cllr Leadbetter reported a current balance and reserve of £958.11. The recent Eastern Angles

 production had made a profit of £100. Repairs to the outside rear wall and inside wooden floor were still

 pending. There would be increased hire fees this year due to the two elections (County and General). The

 hire fee had increased from £7.00 to £8.00 per hour. Cllr Leadbetter encouraged members to promote hire

 of the Hall within and outside the community. Cllr Leadbetter reported on questions raised by the

 Valuation Office, these would be reported when a reply received.

14. **Proposed New Village Hall**

 Following discussions with Cllr Ms Payne, the Chairman reported that he and Cllr Alston had taken over

 the project on behalf of the parish council from Cllr Ms Payne. The Chairman thanked Cllr Ms Payne for all

 her work to date, the project had now got to the stage where to progress adequately members of the

 community would also need to join the project to form a working group. Cllrs Anscombe and Alston to

 progress.

15**. VAS report**

 (***Cllr Miss Canham declared an interest***) Cllr Harvey produced a report on statistics arising from use of

 the VAS at the various locations within the village. This recorded varying speeds and members were very

 concerned that one reading had reached 90mph in the Station Road area. Cllr Miss Canham offered to send

 a copy of the report to the Roads Policing Unit for comment and Cllr Anscombe would send a copy to the

 Police and Crime Commissioner Cllr T Passmore. The VAS had been in use for some 5 weeks and it was

 suggested the Park Green location was probably not the correct site for the sign. This would need to be

 considered further. Cllr Harvey offered to write a report on the statics so far for the parish magazine.

16. **Request for 40mph speed limit – Station Road**

 Deferred pending report from County Cllr Stringer.

17. **Defibrillator community training scheme –** awaiting update from Mark Baker.

**18. Play Area report**

Play equipment inspections **–** Cllr Mrs Nickson offered to carry out weekly inspections on a temporary

 basis on behalf of Cllr Mrs Arnold.

**19. Wetheringsett Emergency Plan –** deferred pending report from Cllr Alston.

**20. To consider a Wetheringsett Neighbourhood Plan –** deferred to next meeting.

**21. Report on Cemetery and Play Area grass cutting**

Following agreement at the last meeting that a quotation for four cuts for the year be obtained from

 MyMow (local grasscutter). A quotation of £200 per cut for both the play area and cemetery had been

 obtained and authorized by the Chairman. The grass was due to be cut early June. Some members

 expressed concern that three quotations had not been obtained and it was explained this action had been

 agreed at the last meeting due to the difficulty in finding a contractor to cut the grass. The quote was for 4

 cuts only this year and would be reviewed prior to the next grass cutting season.

**22. Finance**

1. **To consider s.137 donations –** none received
2. **Accounts for Payment**

1. SALC – Planning conference £90.00

 (the cheque issued at the last meeting [£150] for the planning conference fee was an incorrect

 amount – that cheque had not been sent)

 2. SALC subscription 2017/18 £311.94

 3. Clerk sal/expen April 2017 £261.68

 Cllr Miss Canham proposed payment of the above accounts, seconded Cllr Leadbetter and agreed.

1. **To consider/approve Parish Council Annual Accounts for year end 31.3.17 –** deferred to next meeting.
2. **To approve Annual Return for year end 31.3.17 –** deferred to next meeting**.**

**23. Clerk’s report/correspondence**

1. MSDC – notification of Parish Liaison Meeting, Tuesday 27 June – deferred to next meeting.

 2. Request from resident for details of land to rent for two horses. Referred to Town & Estate Charity.

 3. Transparency Funding – details of grants available 2017/18 – details noted.

**22. To consider Twitter items –** request feed back from parishioners re. Town Lane.

**24. Chairman’s Urgent Business -** none

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

Village Fete **–** Cllr Harvey asked for pc agreement to apply for the raffle licence in the name of the

Parish Council. Members agreed, this having been the case last year**.** Cllr Harvey also asked members

 to consider making a donation to the Fete as in previous years. Members suggested £250 to be ratified

 at the next meeting.

**26. Date of next meeting – Monday 5 June 2017, 7.30pm at the Village Hall**

Meeting closed 9.50pm

Signed: Chairman Date: