

**10215 Minutes of the meeting of Wickhambrook Parish Council held on  
24<sup>th</sup> November 2011 at 7.30 p.m. in the MSC Pavilion.**

**Present**

Cllrs. K. Sammons (Chairman), S. Bradbury, J. Claydon, J. Girling, K. Merritt, E. Taylor, J. Walker and J. Wilson.

County Cllr. Jane Midwood and Borough Cllr. D. Redhead.

Clerk R. Medley.

No members of the public.

(County Cllr. Midwood left at 7.50pm and Borough Cllr. Redhead at 8.15pm)

**1. Apologies for absence.**

There were no apologies and no communication had been received from the Police.

**2. Minutes of Parish Council meeting on 27<sup>th</sup> October 2011**

After the addition of '9.6 Following discussion it was agreed that the Clerk should investigate the level of experience required to undertake a village tree survey' the minutes were signed as a correct record.

**3. Matters Arising (for information)**

3.1 Item 10 of previous meeting – Parking at village school. The map reputed to show that the Parish Council was responsible for the piece of land being considered as additional parking of staff cars had been mislaid. The Clerk was instructed to contact the previous Clerk.

3.2 Item 9.6 of previous meeting – inspection of trees. The insurers had confirmed that inspection by a qualified arboriculturist would be required.

**4. Declarations of interest in agenda items**

Cllr. Wilson declared an interest in items 6.1.1, 8.1.2 and 8.1.3 and Cllr. Sammons in 8.1.5.

**OPEN SESSION**

**5. 5.1 Kelly's Meadow.** There was no further news.

5.2 County Cllr. Midwood reported that the increase in Council Tax for 2012/13 would be 0%; Deborah Cadman had been appointed Chief Executive Officer and the Highways Department had been contracted out. There was still some money remaining in Locality Funding for the current year and she hoped to be able to offer £5,000 towards the playground refurbishment from next year's funding.

Borough Cllr. Redhead commented on the hesitant progress of the amalgamation of Forest Heath and St Edmundsbury District Councils, the Boundary Commission consultation and a questionnaire being circulated to determine why some councils were showing little interest in the Parish Conference.

There was no report from the Police.

**SESSION CLOSED AT 8.20pm**

**6. Planning**

6.1 Planning applications considered by the Parish Council.

6.1.1 SE/11/1162 Newhouse Farm, Baxters Green. Change of use from garage to annexe.

6.2 Applications granted/refused/withdrawn by the Borough Council

6.2.1 SE/11/1008 Post Office & Stores. Continued use of bungalow as residential      Granted

6.3 Other planning matters

6.3.1 SE/11/0612 Exchange House, Wash Lane. Planning appeal lodged.

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**Chairman**

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**Date**

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**7. Clerk's Report**

7.1 Circulated documents.

7.1.1 2013 Review of Parliamentary constituencies. Cllrs. agreed that this be placed on the website.

7.2 Any other information

7.2.1 Parish Council notes in the 'Scene'. Suggestions included Boundary Commission, donations to charities, Planning Regulations consultation and Jubilee Celebrations.

**8. Finance.**

8.1 The following payments were approved.

8.1.1	001691	D.R.King & Son. Grounds maintenance. Second payment	3,000.00
8.1.2	001692	Mdsign Internet services Oct. to Dec.	169.50
8.1.3	001693	Mdsign Internet hosting	264.00
8.1.4	001694	Saxon Monumental Craft Cleaning of war memorial	198.00
8.1.5	001695	Rainbird Partnership Cartridges, paper, etc.	161.71
8.1.6	001696	Royal British Legion Donation	50.00
8.1.7	001697	St Edmundsbury Borough Council Contribution to 'Wos Up'	505.00
8.1.8	001698	R. Medley Salary for November	451.13
8.1.9	001699	R. Medley Travel costs on 15 <sup>th</sup> November, etc.	44.00
8.1.10	001700	R. Medley Use of 'home as office'	45.00
8.1.11	DD	TalkTalk Broadband payment for November	24.01

8.2 Recent income (for information)

8.2.1	Donation from Tennis Club		2,650.00
8.2.2	NatWest	Interest from accounts	
		No.1 account	8.97
		No.2 account	0.41

8.3 Other financial matters

Budget to Actual expenditure – April to September (previously circulated)  
Cllrs. accepted the figures.

8.4 Donations to charities

Cllrs. agreed that the same six charities be supported as in the previous year.

**9. Estates Committee Matters**

9.1 Play area at Bury Road. The offer of a gift of the area including new playground equipment and safety surface had been received. Cllrs. were concerned that the suggested play items were for very young children and there was expectation that the parish council would pay for the RoSPA certificate.

9.2 Funeral bier. Cllr. Walker had delivered the bier to Manders Auctioneers and had placed a low reserve price. The next sale was on 3<sup>rd</sup> December.

9.3 Cemetery Management Day. The day covered all the responsibilities of managing an open cemetery. The Clerk offered to check the legal obligations against current practice and report back to the Parish Council at a future meeting. The paperwork would be circulated.

9.4 Fundraising for playground refurbishment. The Clerk had attended the grant funding workshop on 18<sup>th</sup> November and had been given information about additional County Council funding.

9.5 Offer of 'free' litter pick equipment. Cllrs. were impressed with the service offered by St Edmundsbury for the village litter pick of 23<sup>rd</sup> October. They preferred to continue with that service and declined the offer of free litter pick equipment.

9.6 Damaged gate in field opposite cemetery. Cllr. Walker had collected a replacement and was organising installation.

9.7 Request from Bowls Club. Cllr. Walker and the Clerk would inspect the damaged woodwork and assess what work was necessary. It was hoped that the repairs would fall within the £520 allowance in the budget.

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**Chairman**

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**Date**

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**10. Approval of Audit**

The recommendations of the External Auditor, which were that column totals should not be rounded up or down and the new system for calculating the value of fixed assets figures be used, were accepted. The recommendations of the internal auditor and accompanying paperwork would be circulated.

**11. Budget for 2012/13 (draft previously circulated)**

Cllrs. agreed that the allowance for a thorough tree inspection and resulting remedial work be increased to £2,000 and the contribution to playground refurbishment be £5,000. There was general agreement that there should be no increase in precept.

**12. Neighbourhood Planning Regulations consultation.**

Cllrs. agreed that this document should be publicised on the website and in the 'Scene'.

**13. Queens Jubilee Celebrations.**

The 'Greyhound' had made plans for a band and possibly a hog roast and bouncy castle on the afternoon of Sunday 3<sup>rd</sup> June. Cllrs. Bradbury and Girling offered to visit the landlord and suggest a joint event on the recreation ground. Other attractions such as children's fancy dress, face painting, decorated bikes, children's sports could be considered and the overall theme be one of 'The Grand Village Picnic'.

**14. Correspondence (most had been previously circulated)**

- 14.1 Various LAIS titles.
- 14.2 Update on timeline for LDF.
- 14.3 Police newsletter
- 14.4 Governance, Users and Helpers
- 14.5 The Localism Act
- 14.6 A new Heritage Organisation for Suffolk – consultation.

**Items not previously circulated**

- 14.6 Grounds maintenance offer. Cllrs. instructed the Clerk to arrange for a quote from 'Old Parsonage Garden Services'.
- 14.7 Message from Maria Sumner. Maria had decided to stand down as head co-ordinator for Wickhambrook Neighbourhood Watch but hoped that Mike Andrews would take over.

**Date of next meeting** – Thursday 19<sup>th</sup> January 2012 in MSC Pavilion. Cllr. Claydon offered his apologies for this meeting.

The meeting closed at 9.41 pm.

I confirm that the above is a correct record of the meeting held on Thursday 24<sup>th</sup> November 2011.

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**Chairman**

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**Date**