

10456

Wickhambrook Parish Council Minutes

Of an ordinary meeting of the Council held on
Thursday 27th September 2018

Present: Cllrs J Barton, J Claydon, M Jolland, K Merritt, J Midwood, J Wilson

Attending: County Councillor M Evans (part)
Parish Clerk Hilary Workman
6 Members of the public

18.09.01 **Noted:**

Apologies for absence were received from Cllrs P Couzens and K Sammons. Cllr J Barton as Vice Chair chaired the meeting.

18.09.02 **Noted:**

There were no Members' Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interest in subsequent Agenda items and no additions and/or deletions to the Council's Register of Interests.

18.09.03 **Resolved:**

That the Minutes of the Parish Council meeting held on 30 August 2018, as tabled, be agreed as a true record.

18.09.04 **Resolved:**

That Mrs Hilary Workman be confirmed as Clerk to this council from 01.09.2018.

18.09.05 **Noted:**

Correspondence to this meeting not dealt with as an Agenda item or in the Clerk's report.

- 6.1 Suffolk Highways Grit Bin Guidance and Application Procedure (*circulated*). It was agreed that the Clerk would respond to SCC.
- 6.2 E-mail from St Edmundsbury Borough Council advising changes following the future establishment of West Suffolk Council from April 2019 (*circulated*). It was agreed that the Clerk would add the offer relating to future inspections of play areas to the next Estates Committee agenda.
- 6.3 E-Newsletter from Police Connect Rural South Watch (*circulated*). No action was determined.
- 6.5 E-mail invitation from St Edmundsbury Borough Council to Annual St Edmundsbury and Forest Heath Town and Parish Conference Monday 15th October (*circulated*). It was agreed that Councillors would check their calendars and advise the Clerk if they were able to attend and would like a place to be booked.

18.09.06 **Open Session:** 7:40pm

The Meeting agreed that item 7 on the agenda would follow item 8, immediately after open session had closed.

Noted: The following when public comment or question was invited on any Agenda item;

The Chairman welcomed members of the public and summarised the recent request for consideration of traffic calming measures in response to a recent road traffic accident at Thorns Corner. The Councillors were pleased to hear from the father, that the child involved in the collision continued to make a good recovery.

Signed: *P Couzens*

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Members of the public raised their concerns relating to vehicles speeding in the village and the likely impact of this on pedestrian safety.

The Chair of the Parish Council summarised the work that it has done to date (*report circulated*) and provided an update on the most recent statistics obtained from the VAS located in the village. The Councillors thanked the Chair for his work to site VAS machines, collect and disseminate data. Cllr Evans (SCC) provided a detailed summary of the work which SCC highways does in relation to road safety and measures to address traffic calming. It was acknowledged that more detailed traffic survey data from SCC and previous RTA's in the village would be needed to help inform the Parish Council's response to requests for traffic calming measures in the village.

- 18.09.08 8.1 An oral report from Cllr Mary Evans, County Councillor, explaining the current funding constraints the County Council faces, and the proportion of the County Council budget allocated to Highways £40m, in comparison to Social Care. The County Council had undertaken work on drug issues (County Lines), not restricted to Ipswich, but towns across Suffolk. Cllr Evans, as portfolio holder for SCC highways, reported that the highways improvement and innovation board was looking at:
- simplifying processes for road mending reduce the impact of travel time on the budget;
 - grass cutting schedules and maintenance of verges; and
 - Improving information to the public about road closures.

8.2 A written report from Cllr Clive Pollington, District Councillor (*circulated*).

Session closed 8.30pm

- 18.09.07 **Noted:** The Parish Council considered its response to a recent Road Traffic collision and request for consideration of traffic calming measures in response to recent road traffic accident at Thorns Corner, Wickhambrook (*circulated*) and to take action as appropriate.

7.1 Resolved:
That funds up to £15 be authorised to subscribe to CrashMap in order to obtain more in-depth information about previous RTA's recorded in Wickhambrook

7.2 Resolved:
That funds £40 + VAT be authorised to request a detailed traffic survey data from Suffolk County Council for relating to volume and speed of traffic through Wickhambrook between 2008 and 2018.

- 18.09.09 **Noted:**

An oral report from the Parish Clerk confirming;

9.1 That three quotes in respect of the work identified in the report Tree Condition and Hazard Assessment on Parish Council Trees by Acacia Tree Surgery had been requested. It was agreed that quotes received by the Clerk would be referred to the next Estates Committee.

9.2 That on checking the insurance schedule that the insurers had confirmed that cover was not included for Data Breach Response, for which an additional premium of £29.77 would apply.

9.3 **Resolved;**
That the Parish Council Insurance be amended to ensure cover for Data Breach Response and that an additional premium payment of £29.77 be authorised.

9.4 That SALC were offering a planning workshop on 6th November, a practical sessions for all councillors and clerks to gain an overview of the way the planning system works and understand how councils can best influence decision-making.

9.5 Resolved;
That the Parish Council fund a place on the SALC planning workshop for the Parish Clerk at the cost of £26 plus VAT.

Signed: *P Couzens*

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9.6 That Wickhambrook Remembers committee had invited all members of the Parish Council to Wickhambrook Remembers 2018 – 2019 and asked permission to decorate the cemetery and roadside hedge with Poppy's made from old plastic bottles (*circulated*). It was agreed that the Parish Clerk would write to the Wickhambrook Remembers committee giving their agreement to the decoration of the cemetery and the roadside hedge with the poppies described and shown at the Council meeting. Poppies in the hedge to be firmly wired in to avoid being blown into the road.

9.7 That the Clerk had received correspondence informing the Parish Council that a local resident was shortly to celebrate their 100th birthday (*circulated*). It was agreed that the Parish Clerk arrange for a card to be signed by the Councillors, and consideration be given to funding the purchase of a gift card to a sum of £50.

18.09.10 10.1 **Noted:** the following income received

10.1.1	Monuments, Gravestones, Tablets & Inscriptions	£105.00
10.1.2	Ground Rent: Adult Football Club	£10.00

10.2 **Resolved:**

That the payments to be made, listed below, be authorised.

	Chq No.	Detail	Amount £
10.2.1	002415	S Thorburn (Clerk) salary for September	£895.96
10.2.2	002417	S Thorburn (Clerk) Use of home as office (July – September 2018)	£45.00
10.2.3	002416	H Workman (Clerk) salary for September	£555.15
10.2.4	002418	PKF Accountants & Business Advisors Professional services: Annual Governance & Accountability Return	£360.00
10.2.5	002419	Memorial Social Centre Invoice No 0950 Hire of Pavilion MSC for Parish Council Meetings & Estates Committee Meetings 18.01.18 – 31.05.18	£105.00
10.2.6	002420	Memorial Social Centre Invoice No 0974 Hire of Pavilion MSC for Parish Council Meetings & Estates Committee Meetings 14.6.18 – 30.08.18	£60.00
10.2.7	002421	Eon: Chapel of Rest, Meeting Green, Wickhambrook CB8 8UR	£8.79
10.2.8	002422	HMRC	£56.50

18.09.11 **Resolved:**

That a donation of £250 towards the Annual over 60's Festive Celebration in Wickhambrook be authorised.

18.09.12 **Noted:** Planning results as notified by SEBC:

12.1 [Application to Discharge Condition 4 \(archaeology - site investigation\) of application DC/18/0170/HH](#)

Clematis Cottage Meeting Green Wickhambrook CB8 8XS

Ref. No: DCON(B)/18/0170 Approve Application

12.2 [Householder Planning Application - \(i\) Two storey side extension and relocation of front entrance \(ii\) 1no outbuilding with store and parking spaces \(iii\) external works including new/re-aligned frontage and access with new entrance gates](#)

Park Gate Barn Ousden Road Wickhambrook CB8 8UT

Ref. No: DC/18/1194/HH Approve Application – WPC – No objections

12.3 [Planning Application - 1no. dwelling \(following the dismantling of existing barn\)](#)

Doctors Barn Cloak Lane Wickhambrook CB8 8UJ

Ref. No: DC/18/1145/FUL Refuse Application – WPC – No objections

12.4 [Planning Application - \(i\) 23.no dwellings and associated infrastructure](#)

Signed: *P Couzens*

Date: 27 September 2018

Land West Of Cemetery Road Wickhambrook Suffolk
Ref. No: DC/17/1721/FUL | Approve Application

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12.5 [NMA\(A\)/17/1721 | Non-material amendment to DC/17/1721/FUL - Amendment to Condition 14 of Planning permission to correct visibility the splays to 61 and 63 meters as agreed.](#)

Land West Of Cemetery Road Wickhambrook Suffolk
Ref. No: NMA(A)/17/1721 Approved

12.6 [Application to Discharge Conditions 3 \(Materials\) and 13 \(Dust Mitigation\) of DC/18/0632/FUL](#)

The Hedges Ashfield Green Wickhambrook Newmarket Suffolk CB8 8UZ
Ref. No: DCON(A)/18/0632 Approved – WPC – No Objection

12.7 [Householder Planning Application - Replacement of 2no. sets of access gates](#)

New House Farm Baxters Green Wickhambrook CB8 8UY
Ref. No: DC/18/1395/HH Approved

18.09.13 **Noted:** That there were no Planning applications as notified by SEBC for comment:

18.09.14 **Noted:** Other Planning matters for information, to be noted or for inclusion on a future agenda.

14.1 Previously circulated to Cllrs – no Extraordinary Meeting deemed necessary

14.1.1 [Householder Planning Application - 1no. Cartlodge](#)

6 Wickham House Bungalows Giffords Lane Wickhambrook Newmarket Suffolk CB8 8PH
Ref. No: DC/18/1639/HH

14.1.2 [Reserved Matters Application - Submission of details under DC/17/1628/OUT – the means of appearance, landscaping, layout and scale for 1no. dwelling and garage](#)

Land Adjacent To Aldersfield Place Farm Ashfield Green Wickhambrook Suffolk
Ref. No: DC/18/1442/RM

18.09.15 **Noted:**

A written report from the Clerk on progress towards revising GDPR matters. The Meeting agreed that the Parish Clerk would undertake to complete the work with Councillor Jolland and the Parish Council Webmaster and report on progress.

18.09.16 **Noted:**

That when any public comment or questions were invited on any matter of Council business, none were forthcoming.

18.09.17 **Noted:**

The following when any other Council business for information, to be noted or for inclusion on a future agenda was invited:

17.1 Councillor Merritt identified a hedge adjacent to Croft Close which required trimming back in order to improve visibility for road users. A member of the public confirmed that the hedge was their responsibility and the work would be completed shortly.

17.2 Councillor Jolland asked the Clerk to minute that the Parish Council worked hard address its responsibilities and the wide range of issues brought to its attention by members of the public. As Councillor with portfolio for the Website, she noted that there was no place for offensive or insulting material posted on the Wickhambrook Community Facebook page.

18.07.18 **Noted:**

That the scheduled date for the next meeting was Thursday 25th October beginning at 7:30pm in the Memorial Social Centre Pavilion.

18.07.19 **Noted:**

That the meeting closed at 9:03pm.

Signed: *P Couzens*

Date: 27 September 2018