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**Minutes of the Meeting of Wickhambrook Parish Council held on 22 February 2018
at 7.30 p.m. in the Pavilion of MSC Hall**

Present

Cllrs. P. Couzens (Chairman), J. Barton, J. Claydon, K. Merritt
J. Midwood and J. Wilson
County Cllr. M. Evans and Borough Cllr. C. Pollington
Clerk S. Thorburn

Fourteen members of the public were present until 8.30 p.m.

The Chairman welcomed everyone to the meeting

1. Signing of the declaration by newly appointed Parish Councillor

Mrs Mary Jolland signed the declaration

2. Apologies for absence

Apologies were received from Vice Chairman Cllr K. Sammons

3. Minutes of the Parish Council meeting held on 18 January 2018.

The minutes were signed as a correct record.

4. Matters Arising from previous minutes

4.1 Item 8.1 of previous meeting – Thanks received from all recipients of charity donations

5. Declarations of interest in agenda items

Cllr Wilson declared an interest in item 7.2.1

6. OPEN SESSION 7.35 pm

Borough Cllr Pollington reported that the forming of one council was still on going with a conclusion to be reached at the end of the year.

An email report on Kelly's Meadow had been sent to the Parish Councillors prior to the meeting (filed with the minutes) and this was discussed. The report was subject to approval from solicitors acting for Mr and Mrs Willis.

County Councillor Evans commended the work the Borough Councillor had done over many years to achieve the outcome presented.

County Councillor Evans reported that the budget had now been set incorporating the Council Tax increase.

The home/school transport consultation would close at the end of the month. The Community transport app was have a link on the Facebook page. This concerned the Haverhill to Newmarket route with a possibly extended service from the local villages to the hospital, a survey would be done to check the demand for this.

The County Council had signed up for the Government recycling of plastics scheme, this may include rewards for recycling plastic bottles and other items.

The Rights of Way meeting on 7 February had been well attended. Other departments would be approached so that follow up meetings could be held on other topics.

The Highways Department were struggling with the adverse weather conditions to repair and maintain the roads. The potholes could not be filled in under the current circumstances of freezing temperatures.

The Fire Service, Police and Rescue teams had invested £40000 to purchase two drones. One of the planned uses would be to assess fires on difficult to access sites allowing this to be done in a safe way.

Cllr Midwood requested confirmation that the flooding at Attleton Green would be attended to and the County Councillor stated it was on the Highways Department list.

Cllr Barton reported that no response had been received regarding installation of the new posts for the VAS machine and the County Councillor stated that this would be investigated on behalf of the Parish Council.

CLOSURE OF OPEN SESSION 7.50 p.m.

Chairman

Date

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7. Planning

7.1 Applications considered by Parish Council.

7.1.1 DC/18/0059/HH, DC/180060/LB Sunnyside House, Church Road. Garage conversion to living. two bay cart lodge and canopy over doorway. Plus Listed Building application. No objection

7.1.2 DC/18/0016/HH Westering, Attleton Green. Single storey rear extension and associated alterations (part retrospective). No objection

7.2 Applications granted/refused/withdrawn by the Borough Council

7.2.1 DC/17/2500/FUL Black Horse Farm House, Ashfield Green. General purpose building. Approved

7.2.3 DC/17/2581/HH Beckenried, Bury Road. Two storey rear and side single extensions. Approved

8. Clerks Report

8.1 Circulated documents

8.1.1 Highways request for online survey completion regarding possible works to be undertaken by the Parish. The Councillors agreed to complete the survey and forward to the Clerk to collate and submit prior to the closing date of 19 March.

8.1.2 Hargrave Neighbourhood Plan submission consultation – expiry date for comments 20 March 2018. This had been circulated to all.

8.1.3 Sale information bulleting giving area meeting dates and update from NALC regarding allowable expenditure in relation to church property. It was noted that the Parish Council had expenditure within the guidelines given.

9. Finance

9.1 Cllr Wilson proposed and Cllr Merritt seconded payments to be made as listed below

	Cheque no.	Detail	Amount £
9.1.1	002330	Eibe Play Limited instalment skate park re-furbishment	5048.35
9.1.2	002331	D King & Son – posts a Coltsfoot Green	264.00
9.1.3	002332	D King & Son- cemetery memorial garden	2928.00
9.1.4	002333	EON – chapel electricity	8.79
9.1.5	002334	JRB Enterprise Ltd – dog waste bags	90.54
9.1.6	002335	Vertas Group – Recreation field mowing	475.02
9.1.7	002336	Haward Horological – church clock service	250.00
9.1.8	002337	S Thorburn Clerk – printer cartridge	25.99
9.1.9	002338	S Thorburn Clerk – March salary	544.96
9.1.9		BT Broadband charges Dec - Mar	108.85
9.1.10		BT Telephone charges Dec - Mar	103.28

10. Request from School for funding to refurbish a bark surface

All agreed to the amount of £500 as a donation towards the funding of the special bark required for the outside area at the school. The Borough Councillor suggested to the representative from the school that they also apply to the locality budget for funding.

11. Highways matters

11.1 Vehicle Activated signs update

Cllr Barton had sent the recent data to the police and circulated it to the Parish Council. This still showed a majority of vehicles speeding in the 30 mph zone at 40 mph plus.

11.2 Response from Highways to request to trim hedge in Thorns Close. A resident had complained to the Clerk that a hedge bordering Thorns Close had briars growing out restricting vehicle access to the bungalows, the Highways Department had no plans to trim the hedge. The Clerk had visited the site and placed the request again but had received the same response. County Councillor Evans offered to look at the problem and contact the Highways Department.

Chairman

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- 11.3 Provision of grit bins. The grit piles in the village were discussed and the Clerk was instructed to research the cost of bins to prevent the grit from being wasted. This would be an agenda item at the next meeting.

12. Estates Committee matters

- 12.1 Appointment of Councillor to the Committee. All agreed the appointment of Cllr Jolland to the committee.
- 12.2 Request for third football pitch on the recreational field from Wickhambrook Youth Football Club. All agreed to support the club by approving the third pitch for use by the Under 9 team. A site meeting would take place on Monday 26 February with members of the Club and Parish Councillors to agree the position of the pitch. A discussion took place about the merits of an all-weather surface and any funding that may be available as the ground was heavy and wet in the football season. Representatives from the Club were invited to speak and stated that they wished to take this forward.
- 12.3 Rights of Way meeting update. Cllr Wilson had attended the meeting and gave a report.
- 12.4 Litter Pick 10.30 a.m. Sunday 4 March. The clerk confirmed the date and time.
- 12.5 Extension of fencing by scattering of ashes area for privacy and to prevent damage to planting. A site meeting had taken place and the damage to the newly created Memorial Garden by pedestrian traffic was reported. All agreed to instruct the Clerk to request that the contractor fences this area to prevent further damage and intrusion.
- 12.6 Removal of overhanging damaged branch by chapel entry gates. The Clerk reported that the contractor had been instructed to remove this as a health and safety concern.

13. Parish Council meetings absence of Councillor.

Cllr Sammons had spoken to the Chairman and asked for dispensation to be given for absence from meetings due to caring for a family member. All agreed to this request which could be reviewed in 6 months if necessary.

14. PAD installations update.

The Clerk reported there was one PAD already installed at the Fire Station. The second PAD was to be installed at the MSC Hall next week and then this would be advertised.

15. Telephone kiosk condition and future use

Chairman Cllr Couzens and Cllrs Barton, Jolland and Merritt would have a site meeting to assess the condition of the kiosk and report back at the next meeting when it would be an agenda item again.

16. New website progress

The Clerk reported the new website would be live on Sunday. At a meeting with Mdsign the website had a very modern look and incorporated a feed to the Community Facebook page showing the last two posts made. All agreed to the addition of this as it was a way of using social media to attract attention to the website. The Councillors would look at the website once it was live.

17. Parish Council laptop purchase

Cllr Sammons had given the Clerk advice as to the specification suitable for the laptop and a budget of £500 was agreed by the Councillors.

18. Annual Parish Meeting – request to clubs and societies to present reports.

The Clerk had put the request in the report published in the Scene. All hoped that reports would be forthcoming from the village clubs.

The meeting closed at 9.00 p.m.

Next meeting – Parish Council meeting to be held on Thursday 29 March 2018.

I confirm that the above is a correct record of the meeting held on 22 February 2018.

Chairman

Date

Chairman

Date