

10360

**Minutes of the Meeting of Wickhambrook Parish Council held on 25 February 2016  
at 7.30 p.m. in the Pavilion of MSC Hall**

**Present**

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

There were no members of the public present

The Chairman welcomed everyone to the meeting

**1. Apologies for absence**

None were received.

**2. Minutes of the Parish Council meeting held on 21 January 2016.**

Open Session 8.15 p.m. the word 'redundant' deleted from the sentence regarding BT telegraph poles the minutes were then signed as a correct record.

Cllr Wilson stated that in his view the minutes should not contain such detail regarding the public input during the 'open session', the Clerk responded that the correct procedures had been adhered to with public comment noted in order to represent the attendance of members of the public at the meeting which should be encouraged within the guidelines of the transparency code. Cllr Wilson also requested at the meeting that the presentation of the Finance Section be improved by the Clerk.

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

3.1 Item 9.1 of previous meeting – The Clerk listed the letters of thanks received from the six recipients of charity donations.

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

Cllr. Wilson declared an interest in 8.1.4

Cllr. Couzens declared an interest in 8.1.14

Cllr. Sammons declared an interest in 8.1.13

**5. OPEN SESSION 7.40 pm**

No members of the public were present.

**Borough Cllr. C. Pollington** – The collection of brown bins would finish shortly unless a contribution of £40 was received per annum. This had been publicised on the website and each householder had been sent a letter outlining the changes. The bin would be kept by the householder whether they joined the scheme or not. The system had been trialled in other areas and no increase in fly-tipping had been reported. The decision whether or not to charge cemeteries and churchyards was still under discussion.

Work on the footpath lighting at Browns Close was being monitored but due to start in March.

The Eastern relief road had been approved with the creation of many new jobs. Funding of £10k had been achieved for the new kitchen required by the MSC hall to comply with current standards.

Kelly's Meadow was still under discussion with the access being proposed as allowed unless other conditions, such as the number of mobile homes on site, had been breached.

Mark Christie would be invited to discuss the preventative measures put in place to prevent dog fouling and it was agreed with Cllr. Sammons that the Estates committee meeting would be a better platform as representatives from the MSC would also be invited to be present – the Clerk to arrange.

A rise in Council Tax would be at 1.95% this year.

**County Cllr. M. Evans** – The meeting on Monday 29 February with Mike Baker and Steven Halls regarding the flooding at Attleton Green was confirmed. The roadside damage had been repaired by Anglian Water but Cllr. Barton stated the repair was not satisfactory and County Cllr. Evans stated that the standard of the repair would be checked. The previously reported meeting to

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confirm the stopping up of the old highway at the Bury Road playground had gone ahead today and approval was granted.

As previously reported the Byways in Wickhambrook through to Ousden had been closed for the remainder of the winter period.

The request for an 'Ashfield Green' sign had not been granted due to a de-cluttering of the countryside approach but County Cllr. Evans would support a letter requesting this and Cllr. Sammons was to ask the residents to write individually to ask for a sign.

Suffolk's Children and Young People services had received a 'good' grading from Ofsted which was hard to achieve.

County Cllr. Evans reported on the freezing of Council Tax with the application of the Government offer of 2% to support social care particularly the elderly being cared for at home to prevent longer hospital stays. There was a request for information regarding agencies involved after Cllr. Claydon reported that there had been issues with reliability of appointments made by carers.

Cllr. Sammons raised the issue of broadband availability and speed. County Cllr. Evans reported the inadequate numbers of BT engineers to supply the service across the County.

The Clerk stated there had been no report submitted by Police representatives.

**CLOSURE OF OPEN SESSION 8.10 p.m.**

## **6. Planning**

### **6.1 Applications considered by Parish Council.**

6.1.1 DC/15/2526/LB Queens House, Ousden replacement windows and repairs. Approve

6.1.2 DC/16/0037/HH 14 Bury Road, Wickhambrook front porch and single storey rear extension. Approve

6.1.3 DC/16/0080/HH 8 Giffords Lane, Wickhambrook single storey rear extension, replacement front porch and windows. Approve

6.1.4 DC/15/2222/OUT Rowans, Nunnery Green, Wickhambrook amended plans Detached dwelling with garage. Decision extended to 26.2.2016

### **6.2 Applications granted/refused/withdrawn by the Borough Council**

6.2.1 DC/15/2415/FUL Poplar Hall, Genesis Green. Erection of new dwelling after demolition of existing one. Approve application.

## **7. Clerk's Report**

### **7.1 Circulated documents**

There had been no comments by Cllrs. on circulated documents.

### **7.2 Circulated correspondence.**

There had been no comments by Cllrs. on circulated correspondence.

7.3 Bury Road noticeboard. Following the vandalism on the newly repaired noticeboard the Parish Council agreed that the noticeboard which was now in a poor state of repair should be removed and disposed of. The Clerk was instructed to contact the contractor to facilitate this. Crime reference 37/16187/16 is the Police number for the recent vandalism report.

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**8. Finance.**

8.1 The following payments were approved proposed by Cllr. Walker, seconded by Cllr. Merritt.

8.1.1	2120	E-On. Electricity use in Chapel for January.	8.89
8.1.2	2125	Acacia Tree Surgery – cemetery and Genesis Green	390.00
8.1.3	2123	Haward Horological – church clock service	250.00
8.1.4	2119	Mdsign – internet services	169.50
8.1.5	2123	S Thorburn – printer cartridges and paper	45.97
8.1.6	2124	S Thorburn – salary for February	514.80
8.1.7	2121	D King – grounds maintenance contract	4834.80
8.1.8	2121	D King – tree maintenance Attleton Green	390.00
8.1.9	2121	D King – hedge and tree work Moor Green	360.00
8.1.10	2118	SALC – Councillor training	120.00
8.1.11	2117	Wickhambrook MSC – playground ground rent	10.00
8.1.12	2116	Wickhambrook MSC – meeting room rental Nov-Jan	42.00
8.1.13	2115	The Rainbird Partnership – envelopes and paper	32.71
8.1.14	2114	J Couzens – Over 60's party donation	250.00
8.1.15		BT Line relocation and rental Jan-Apr	270.58
8.1.16		BT Broadband Dec-Mar	91.71

8.2 Recent income for information.

8.2.1	Co-op Funeral Service (Inscription)	35.00
8.2.3	HMRC VAT refund	525.27
8.2.4	Wickhambrook Players (donation towards Chapel)	170.95
8.2.5	Wickhambrook Bowls Club (Ground rent)	11.00
8.2.6	Wickhambrook Tennis Club (Ground rent)	11.00

**9. Budget – final figures submitted.**

Cllr. Sammons presented the final figures showing the amendment agreed at the meeting on 21 January 2016. All agreed to adopt the budget.

**10. Highways matters.**

10.1 Lighting on the footpath from MSC to Browns Close. Borough Cllr. Pollington had dealt with this previously

10.2 Vehicle Activated Signs. Cllr. Barton had outlined to the Parish Council prior to the meeting a plan to download the data from the VAS having loaded the software, a data file would then be sent to the Clerk to store on the Parish Council laptop. Cllr. Barton would then delete the data. All agreed to use this system.

10.3 Flooding at Attleton Green. County Cllr. Evans had dealt with this previously. Cllr. Midwood reminded those who were to attend the meeting that a road closure at Mole Hill would be in place and this should be avoided.

**11. Estate Committee Matters.**

11.1 Memorial Garden quote for clearance. Cllr. Sammons referred to the draft Estate Committee minutes of 11 February when the quote for £1940.00 from a contractor was discussed. The Parish Council agreed that two further quotations should be secured as the amount was over £1000.00. Work on the chapel may also be part of the scheme.

Borough Cllr. Pollington would send a contact to the Clerk as a possible source of funding for the project.

11.2 Cemetery tree work. The Clerk had met with a member of the Estates Committee, Julian Girling and a representative from the tree surgery company to discuss the work performed on a chestnut tree which did not appear sufficient. The work undertaken was explained as all that was

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necessary at present and the tree would be checked next year within the price already agreed.

**12. Changes to the MSC Governing Document.**

The Parish Council had all received the documentation concerning this requested at the previous meeting and it was agreed that Cllr. Sammons and Cllr. Wilson would attend a meeting of the MSC committee to discuss the change in Governance.

**13. Neighbourhood planning.**

Cllr. Wilson reported on the Community Land Trust successful application for funding with £500.00 financial contribution secured in respect of setting up a potential management body and a £1000.00 committed for two further days.

**14. Her Majesty's 90<sup>th</sup> Birthday Celebrations.**

Cllr. Midwood reported progress to date towards setting up a committee with the idea of a photograph taken from height of the Parish gathered to form a birthday message. Cllr. Midwood asked for ideas and support from the Concillors as to how this could be achieved. The issue of car parking was discussed and a "save the date" message using the facebook page.

**15. Reports from other village organisations.**

No report currently.

The Chairman conveyed a message to the meeting from previous Clerk Roger Medley who sent thanks for the good wishes on his retirement.

The meeting closed at 8.55 pm.

**Date of next Parish Council meeting Thursday 31 March 2016.**

I confirm that the above is a correct record of the meeting held on 25 February 2016.

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Chairman

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Date