

10453

**Minutes of the Meeting of Wickhambrook Parish Council held on 30 August 2018
at 7.30 p.m. in the Pavilion of MSC Hall**

Present

Cllrs. P. Couzens (Chairman), J. Barton, J. Claydon, M. Jolland, K. Merritt
and J. Wilson

Borough Cllr. C. Pollington

County Councillor M. Evans

Clerk S. Thorburn

Two members of the public

The Chairman welcomed everyone to the meeting

1. Apologies for absence

Apologies were received from Cllrs. K. Sammons and J. Midwood

2. Minutes of the Parish Council meeting held on 26 July 2018.

The minutes were signed as a correct record.

3. Matters Arising from previous minutes

These items were covered under Highways and Estates matters

4. Declarations of interest in agenda items

6.1.1 Cllr Jolland

8.1.1, 8.1.9 Cllr Wilson

8.1.8 Cllr Barton

5. OPEN SESSION 7.35 pm

A tribute to Mr Alan Lightley, recently deceased, was made on behalf of the Parish Council by Cllr Wilson. Mr Lightley had previously held the office of Vice Chairman and Chairman of the Parish Council. He was also the Treasurer of Wickhambrook United Charities until 2001 and would be sorely missed by the village.

County Cllr. M. Evans – a report was given regarding the education examination results across Suffolk with good G.C.S.E. and A level results. Mathematics attainment at primary level still needed to be improved.

Drainage work was logged and rated by an Asset Manager and Attleton Green rating had been revised giving it a higher priority on the schedule of work.

Road surfacing had included the whole of Cloak Lane. Trials would be run regarding pothole intervention in the winter which would cover smaller potholes and the surrounding area. Work would be allocated in areas to cut travel time. The County Council would trial software to video the road and build up data over several months in collaboration with a company from Finland.

Information on ordering grit bins and refill grit was to be sent out. The Highways Department had not implemented any self-help schemes due to the risk factor and possible liability involved.

Disabled parking bays would not be charged for but an H-bar marking would incur a cost.

The Highways Officer will be asked to meet with staff at Wickhambrook Primary Academy to discuss the problem of parent parking. All possible aspects to improve the situation would be discussed.

Borough Cllr. C. Pollington – reported that the legal transactions regarding the restrictions on Kelly's Meadow were still in progress. The Borough Councillor was to donate £200.00 to the firework fund from the Locality Budget.

The Chairman informed the meeting that an approach had been made by the MSC Trustees to allow the Adult Football Team to use the Six Acres while repair work was being done to the other pitch. The arrangement had been put in place with receipt of a signed agreement, cheque to cover ground rent and sight of insurance documentation. There were no objections from the Parish Councillors.

CLOSURE OF OPEN SESSION 8.00 p.m.

Chairman

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6. Planning

6.1 Applications considered by Parish Council

6.1.1 DC/17/1305/FUL The Cottage, The Gesyns, Bunters Road
Replacement dwelling. No objection

6.1.2 DC/17/1410/PMBP New House Farm, Baxters Green
Prior Approval application. Change of use agricultural to create two dwellings. No objections

6.2 Applications granted/refused/withdrawn by the Borough Council

6.2.1 DC/18/0570/HH and DC/18/00571/LB Giffords Hall, Giffords Lane
Demolition of cart lodge, outbuildings to form one bedroom flat and triple bay cart lodge, pavilion extension new access drive and vehicular bridge over moat. Approved
Listed Building application. Approved.

7. Clerks Report

7.1 Circulated documents – there were none to be discussed.

8. Finance

8.1 Payments accepted – proposed by Cllr Jolland and seconded by Cllr Claydon

	Cheque	Detail	Amount £
8.1.1	002405	Mdsign Limited internet services June-August	198.00
8.1.2	002406	Wave – Bowls club water supply	11.31
8.1.3	002407	S Thorburn (Clerk) salary for August	544.96
8.1.4	002408	E.on Chapel electricity supply to 8 August	8.99
8.1.5	002409	Wickhambrook All Saints – hire of hall for Clerk interviews	55.00
8.1.6	002410	JRB Enterprise Ltd - 800 x 3 dog waste bags	90.54
8.1.7	002411	John Crysell –Cemetery gates repair and secure bench signs	70.00
8.1.8	002412	John Barton re-imburse cost of ties to secure speeding sign	11.99
8.1.9	002413	Suffolk Wildlife Trust Annual Membership	38.00
8.1.10	002414	Information Commissioner - data protection	40.00
8.1.11		BT Broadband charges for July-September	105.96
8.1.12		BT Phone rental August-October	120.45

8.2 Recent income for information.

8.2.1	UK Power Networks Wayleave payment	44.97
8.2.2	Hanchetts memorial fee	55.00
8.2.3	Memorial and interment fee (non-resident)	450.00

8.3 Other financial matters

8.3.1 Annual return response date – PKF Littlejohn LLP

The annual return had been processed by the Accountants with no approach made to the Clerk for further clarification. The review team would look at the work done to date prior to sending a report.

9. Highways matters

9.1 VAS machine

9.1.1 Installation of 'Kill your speed' signs. Cllr Barton had installed the signs on the VAS posts not occupied by the machine. All agreed the sign on Bunters Road would stay in situ as it was higher on the post to prevent restriction of view for a resident. All agreed the shared VAS machine should stay with Lidgate Parish Council while Cllr Barton returns to fitness.

9.1.2 August downloaded data report. This had been sent to the Police and circulated to the Councillors.

9.2 Problem parking outside the School. This had been covered in the Open Session.

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10. GDPR Website privacy policy

Cllr Jolland had worked on the policy together with the Clerk. All agreed to take forward to the next meeting for further discussion.

11. Estates Committee matters (draft minutes attached)

11.1 Zip wire replacement bolts. Two of the bolts had been reported as broken by Cllr Merritt and the Clerk had arranged replacement of these under the warranty. The zip wire had not needed to be closed on the advice of the supplier.

11.2 Appointment of Lay Member. There had been some interest in the Tree Warden vacancy and it was hoped an appointment could be made at the next meeting.

11.3 Tree Survey results (document attached)

Several trees had been identified as needing attention within the next six months. Two further quotes should be obtained from companies offering the amount of public liability to undertake work on behalf of the Parish Council. The Clerk would present these at the next Estates meeting for discussion.

The meeting closed at 8.30 p.m.

Date of next Parish Council meeting Thursday 27 September 2018.

I confirm that the above is a correct record of the meeting held on 30 August 2018.

Chairman

Date