

## WRENTHAM PARISH COUNCIL

### Minutes of the Meeting of Wrentham Parish Council held at the Village Hall at 7.30pm on Monday 19<sup>th</sup> November 2018

**Present:**     **The Chairman** – Mr Ian Watson  
                   **Councillors** – Mr Mark Buxton, Mr Kevin Cross, Mr David Fletcher, Mrs Lucinda Hutson, Mr Roger Middleditch, Mr David Reeves,  
                   **The Clerk** – Mrs Frances Bullard  
                   **Suffolk County Council** – not present  
                   **Waveney District Council** – not present  
                   **1 member of public**

		<b>ACTION</b>
	<b>OPEN FORUM</b>	
	<p>The Chairman welcomed all &amp; invited members of public to speak.</p> <p>Member of public spoke about the area around the village centre bus shelter – it is overgrown. The Clerk will contact Waveney Norse and ask that they tidy the area.</p> <p>The member of public also reported that the footpath between Chapel Road and The Lane is very overgrown. The Clerk will report this.</p> <p>Open Forum closed.</p>	<p><b>FB</b></p> <p><b>FB</b></p>
<b>1</b>	<b>APOLOGIES FOR ABSENCE</b>	
	Apologies were received and accepted from Miss Alison Evans, Mrs Caroline Grantham, Mr Keith Perry, Mrs Nuala Wilson.	
<b>2</b>	<b>PECUNIARY AND OTHER INTERESTS</b>	
	All as Sole Trustee of Village Hall.	
<b>3</b>	<b>MINUTES OF THE PC MEETING HELD 15<sup>th</sup> OCTOBER 2018</b>	
	The minutes of the PC Meeting held on 15 <sup>th</sup> October 2018, having previously been circulated, were proposed as a true record by Mrs Hutson & seconded by Mr Reeves - All in favour – a copy was signed by The Chairman.	
<b>4</b>	<b>MATTERS ARISING</b>	
<b>4.1</b>	<b>S106/CIL Monies</b> – Bench in Oakhill Close – Mr Cross confirmed he has chased the contract with WDC. He is concerned at the lack of response – the Clerk will also chase.	<b>FB</b>
<b>4.2</b>	<b>Issues/anti social behaviour at Village Hall</b> – No further issues have been reported. Fence has now been erected at the front of the building – VHMC will forward the invoice to The Clerk for payment.	
<b>4.3</b>	<p><b>Parish Council Website/Suffolk Cloud</b> – New PC website is now up and running – all Councillors have viewed. The Chairman thanked Mr Cross for his work on this project. The Clerk and Mr Cross have received training on updating the site. It was agreed a process will be in place where the website will be updated as agreed at PC Meetings. Any interim updates to be agreed by The Chairman, Vice Chairman or Clerk.</p> <p>The Clerk advised that Standing orders have not yet been added to the website as they need reviewing – The Chairman, Vice Chairman and Clerk will review early in the New Year.</p>	<b>IW/LH/FB</b>

4.4	<b>Village Sign</b> – It was agreed to put this on hold at present due to financial implications and feedback from residents. The PC will continue to explore options to replace the existing dilapidated sign. The Clerk has contacted some neighbouring parishes to see where they sourced their signs and the costs.	
4.5	<b>Safeguarding Policy</b> – The Clerk has drawn up a draft policy – however this needs to be agreed and adopted by the VHMC as hiring of the hall is managed by them. The Clerk will forward a copy to Mr Reeves who will take to the next VHMC Meeting.	FB/DR
4.6	<b>Village Christmas Tree/Lights</b> – Mr Middleditch is happy to arrange the installation with Mr Reeves. Mrs Hutson offered manpower if needed. The Chairman said if additional lights are needed they can be funded through the PC. Mr Reeves will progress.	
4.7	<b>Any other Matters Arising</b> – None.	
5	<b>HIGHWAY ISSUES</b>	
5.1	<b>VAS Monthly Data</b> – Mr Buxton has circulated data. A new record speed of 75mph was recorded on Chapel Road. Mr Buxton confirmed he now sends the data to the local Police and Mr Vere Nicol. He received a response from PCSO Newson suggesting that the PC work with Highways on traffic calming/signage. Mr Buxton believes the only effective solution is average speed cameras. The Chairman asked that VAS data be added to the PC website – Mr Cross will progress.  Email received from Mr Pearce including his latest video highlighting speeding on Southwold Road – this has been shared with all.	KC
5.2	As agreed at the previous meeting The Clerk confirmed she contacted Cllr Goldson to ask that a public meeting re highways matters be facilitated. Cllr Goldson said speeding is on the agenda of his next Area Meeting however it is primarily a Police matter. The trial at Spexhall has now ended and the recommendation is that this will not be rolled out to other areas, despite having had a positive impact on speeding. Mr Cross will attend Cllr Goldsons area meeting on 29 <sup>th</sup> November.	KC
6	<b>PLANNING</b>	
6.1	<b>DC/18/4494/TCA – Repollarding of Lime Trees, 4 Eagle Court</b> - Papers shared and discussed – for info only - no objections.	
6.2	<b>Any further planning applications received –</b>	
6.2.1	<b>DC/18/4697/ADN – Non Illuminated Advertisement – Rebranding of Signage</b> - Plans shared and discussed. The Chairman proposed approval be recommended with the following response – the PC have no objections to the signage on the canopy or main building being replaced however it would not wish to see any additional signs on the railings at the front of the car park. We realise the actual signs are not illuminated however in the past there have been issues raised by residents about the shop frontage lighting being left on outside the permitted hours. We feel overwhelmed by the number of pictures accompanying this application which appear to have no relevance to the application itself - seconded by Mr Buxton – all in favour, The Clerk will respond to WDC.	FB
7	<b>FINANCE</b>	
7.1	Balances at Bank – £38,252.70 Business Saver Account (WRAC) (Lions donation) - £441.68 Current Account - £22,371.16 Business Saver Account (CIL) - £15,139.86 The Clerk confirmed SAGE balances with Bank Statements. As agreed at	

	the Finance Committee Meeting The Clerk will bring bank statements to PC meetings for sign off by The Chairman.	<b>FB</b>
<b>7.2</b>	Account received from Bus Shelter Cleaner - £55	
<b>7.3</b>	Clerks salary & Clerks expenses of £25.74	
<b>7.4</b>	HMRC payment – Nil	
<b>7.5</b>	Invoice from Boggis Electrical for replacement hall lights at Village Hall - £2722.80	
<b>7.6</b>	Any other accounts received –	
<b>7.6.1</b>	Invoice from Mrs Wynn for plants for Jubilee Planter - £23.89	
<b>7.6.2</b>	Invoice from Mr Reeves for Remembrance Sunday Wreath - £17	
	Above payments 7.2 to 7.6.2 proposed by The Chairman & seconded by Mr Fletcher. All in favour. Cheques signed by The Chairman & Mrs Hutson.	
<b>7.7</b>	<b>Consideration of purchase of a projector for PC use</b> – The Chairman explained that Mr Buxton has kindly been bringing a projector from work to display documents at PC meetings – he feels that the PC should now purchase their own – Mr Cross proposed a budget of up to £500 be spent on this – seconded by Mr Buxton – all in favour. Mr Buxton will progress.	<b>MB</b>
<b>7.8</b>	<p><b>Report from Finance Committee inc 2019/20 Precept Request</b> – The Chairman confirmed the Finance Committee have reviewed the budget sheet and forecast in detail. There are quite large balances/reserves but is it important to note that over £15,000 of this is ringfenced CIL monies.</p> <p>The Clerk will produce the annual CIL report for WDC in due course.</p> <p>Recommended reserves are 5 months plus a fund for VAS replacement.</p> <p>The Chairman said if, after the public meeting re highways, the PC decides to take on a major project then residents will be consulted before future precept rises to accommodate.</p> <p>The Clerk will reclaim VAT on an annual basis.</p> <p>The Chairman confirmed the potential for election costs of approx. £1200-£1500 next year and is happy that these costs can be met if needed.</p> <p>The Chairman confirmed that the Finance Committee reviewed risks and discussed the procedures and policies which are in place to ensure we have adequate financial controls – SAGE – 2 signatories on cheques – Finance Meetings etc.</p> <p>Mrs Hutson proposed that the budget be accepted and a precept be requested which has a 0% impact on residents Council Tax bills – seconded by The Chairman – all in favour – The Clerk will progress once papers received from WDC.</p>	<p><b>FB</b></p> <p><b>FB</b></p> <p><b>FB</b></p>
<b>8</b>	<b>CORRESPONDENCE</b>	
<b>8.1</b>	<b>Letter from Barclays Bank re updating account info</b> – The Clerk to progress with The Chairman and Mrs Hutson.	<b>FB</b>
<b>8.2</b>	<b>Letter from Local Government Boundary Commission</b> – noted.	
<b>8.3</b>	<b>Any further correspondence received</b> –	
<b>8.3.1</b>	Email from Miss Evans received re Remembrance Day Events – The Chairman expressed thanks to all involved, including Mr Reeves and Joe for the installation of the Tommy Bench which was funded by the PC and kind donations from Lady Gooch and Mr Mansfield. He also thanked all involved in the Church service and afternoon event which were both well attended and moving, a lot of effort went into organising these, particular thanks to Miss Evans, Rvd Barry Slatter, Mrs Wilson, Mrs Wynn, the knitting and stitching club for the wonderful display of poppies, Morrisons for donating cakes and the ladies for providing teas etc.	

	Thanks also to Rosie Carter for the glass shard memorial. The Chairman will email Wrentham Town Band expressing thanks on behalf of the PC,	<b>IW</b>
<b>9</b>	<b>ANY OTHER BUSINESS</b>	
<b>9.1</b>	The Chairman and Mrs Hutson will conduct The Clerks annual appraisal on 30.11.18	<b>IW/LH</b>
<b>10</b>	<b>DATE OF NEXT MEETING – Monday 10<sup>th</sup> December 2018 – 7.30pm – followed by festive refreshments</b>	

There being no further business the meeting closed at 9.16pm.

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