

WRENTHAM PARISH COUNCIL

Minutes of the Meeting of Wrentham Parish Council held at the Village Hall at 7.30pm on Monday 15th April 2019

Present: **The Chairman** – Mr Ian Watson
 Councillors – Mr Mark Buxton, Mr Kevin Cross, Miss Fran D’Alcorn, Miss Alison Evans, Mr David Fletcher, Mrs Lucinda Hutson, Mr Roger Middleditch, Mr Keith Perry, Mr David Reeves
 The Clerk – Mrs Frances Bullard
 Suffolk County Council – Cllr Tony Goldson
 Waveney District Council – Not present
 4 members of public

		ACTION
	OPEN FORUM	
	<p>The Chairman welcomed all and invited them to speak about any matters on the Agenda.</p> <p>Mr Tony Robinson spoke re Meadowlands – parking area shown on plans but has not been built – Mr Parkers right of way has also been overlooked – Mr Robinson has been in touch with Planning Enforcement who made a site visit. They agree there should be 4 additional parking spaces and this will be rectified. They advised a newer set of plans superceded those which were originally published on which the right of way was shown – Mr Robinson awaits further response from them – he will chase and update PC.</p> <p>Mr Tony Robinson spoke about flooding/drainage at The Lane/A12 – the pipe has been repaired but there is further work to be done – dates are awaited from Highways – The Clerk will chase.</p> <p>Mr Tony Robinson spoke re speeding – he understands it is Suffolk policy only to have speed cameras at accident hotspots. Mr Robinson, Mrs Wilson & Mrs Wynn had a telephone conference with Dr Therese Coffey MP, unfortunately there was a power cut halfway through but Mrs Wynn was able to carry on the conversation by mobile. The outcome was that Dr Coffey suggested a speed camera trial but Mr Robinson is unsure as to what or when. Mr Robinson will seek clarification and share with PC who will follow up if necessary. The Chairman said any action needs to be in a joined up approach with the ongoing work with Highways.</p> <p>Open forum closed.</p>	FB
1	APOLOGIES FOR ABSENCE	
	Apologies were received and accepted from Mr Trevor Oram.	
2	PECUNIARY AND OTHER INTERESTS	
	All as Sole Trustee of Village Hall.	
3	MINUTES OF THE PC MEETING HELD 18th MARCH 2019	
	The minutes of the PC Meeting held on 18 th March 2019, having previously been circulated, were proposed as a true record by Mr Middleditch & seconded by Mr Perry - All in favour – a copy was signed by The Chairman.	
5	HIGHWAYS MATTERS - brought forward to allow input by Cllr Goldson	
5.1	Mr Buxton has circulated the latest data – data viewed and discussed. Mr Buxton has noticed highest speeds were recorded when VAS set to react to higher speeds only – will replicate at other sites to see if this is confirmed.	MB
	Cllr Goldson thanked Mr Robinson for the work he has done in chasing	

	<p>flooding and speeding responses from MP etc. He said SCC do not install speed cameras – he is fighting to get ANPR trial in Wrentham. Cllr Goldson spoke re the proposed 50mph restriction from Wangford to Wrentham – it is currently shown to start from midway along the Wangford dual carriageway – Cllr Goldson would like to see this changed to start at the beginning of the dual carriageway.</p>	
5.2	FEEDBACK FROM MEETING WITH HIGHWAYS/SCC/POLICE	
	<p>Mr Cross met with Mark Nicholls of Highways to look at ways to increase parking in the village. They walked from Village Hall and Mr Cross pointed out the lack of crossings. SCC do not provide parking spaces – costs would need to come from PC/County Councillor funds therefore it is essential that we know exactly what we would like to do to enable bids to be made should funds be available. As a very rough guide it would cost approx. £10,000 per space. They visited the area outside the Chinese takeaway and there may be scope to create one additional space there. Mr Cross explained the issues caused by people using this as a cut through but it appears very little can be done to prevent this. Mr Fletcher said if a layby is to be created on Chapel Road then it needs to be the whole length of the grass as 3 spaces would not solve the problem. The Chairman asked that Mr Cross try to obtain quotes from Highways.</p> <p>The Clerk confirmed 2 traffic surveys will take place in early May – one on Southwold Road and one on the A12.</p> <p>Flooding at Church Corner – highways tried to do some remedial work but a resident asked that notice be given so it has been delayed.</p> <p>The Clerk will chase all outstanding actions from the meeting and update David Chenery, Denise Mortimer & Mark Nicholls re residents conversation with Dr Coffey MP to ensure a joined up approach.</p> <p>Mr Buxton has received quotes for further speed signs – they start at approx. £1000 per sign. He will compare suppliers and report to next meeting.</p> <p>Consultation re proposed 50mph zone discussed – Mr Buxton feels this will be a waste of time if no enforcement, Mr Cross has attended PC meetings and both Frostenden and Wangford strongly support the scheme. Mr Middleditch said there are real safety concerns at the Clay Common turning and crossroads on the dual carriageway – he feels there should be double white lines to prevent overtaking along the whole stretch of road. The Clerk will draft a response.</p>	<p>KC</p> <p>FB</p> <p>MB</p> <p>FB</p>
4	MATTERS ARISING	
4.1	<p>S106/CIL Monies – Bench in Oakhill Close – Mr Fletcher has spoken to the builder who has quoted £395 +VAT to install the base. Mr Cross is happy to meet and show location.</p>	KC
4.2	<p>Parish Website Update – The Chairman reminded all of the procedure for updating the website, all items are to be approved at PC meetings, urgent matters can be published with the approval of The Clerk, The Chairman asked if Mr Cross could remove Draft copies once minutes are approved. Mr Cross will add picture of flowerbeds at Village Hall to the relevant page. Mr Cross feels the website should have more documents published, like the Lowestoft Town Council website – The Clerk will send Standing Orders, Financial Regulations & Policies to Mr Cross. The Clerk, The Chairman and Vice Chairman will meet and review Standing Orders and policies.</p>	<p>KC</p> <p>FB FB/IW/LH</p>

4.3	Safeguarding Policy – Safeguarding Policy adoption proposed by The Chairman, seconded by Mrs Hutson, all in favour, a copy was signed by The Chairman. The Clerk will undertake training.	FB
4.4	Play Area – Mr Oram has visited the play park and there are no issues to report though the area is tired and in need of some attention. The Clerk will contact Mr Paul Tyack to see who his contact at WDC was and pass this to The Chairman and Mr Oram.	FB
4.5	Spring Litter Pick – Agreed for 18 th May 2019 at 9.30am. The Clerk will arrange equipment.	FB
4.6	Any other Matters Arising – None.	
6	PLANNING	
6.1	DC/19/1068/COU – 5 High Street – Plans were shared and discussed, <i>Meeting suspended to allow applicant, Mr Bobby, to speak.</i> He explained that the shop and business share facilities, ie kitchen & toilet, it is therefore very difficult to run the business without allowing access to their living accommodation. He is unable to solely manage the business himself due to personal commitments. He cannot sell the commercial property separately due to layout of premises. They do not wish to move so feel the only option is to convert the commercial premises. <i>Meeting reconvened.</i> The Chairman said that whilst sympathetic to the applicant we need to be mindful that there are very few commercial premises left in the village and this goes against planning policy for commercial premises. The Chairman proposed the following response – Whilst we are sympathetic to the application, we as a Parish Council are disappointed to see the loss of the Fish & Chip Shop in Wrentham, we feel this goes against planning policy for commercial premises in small villages – seconded by Miss Evans, all in favour. The Clerk will advise Planning Dept.	FB
6.2	Letter re changes to Planning Department – shared with all.	
6.3	Any further planning applications received None	
7	FINANCE	
7.1	Balances at Bank – £30,325.57 Business Saver Account (WRAC) (Lions donation) - £442.25 Current Account - £14,728.36 Business Saver Account (CIL) - £15,154.96 The Clerk confirmed SAGE balances with Bank Statements.	
7.2	Account received from Bus Shelter Cleaner - £55	
7.3	Clerks salary & Clerks expenses of £53.99	
7.4	HMRC payment – £5.20	
7.5	Invoice from SALC for membership - £365.95	
7.6	Invoice for Traffic Surveys - £534.00	
7.7	Any other accounts received –	
7.7.1	Invoice from CAS for Village Hall Insurance - £1208.36 (5 year fixed deal)	
	Above payments 7.2 to 7.7.1 proposed by The Chairman & seconded by Miss Evans, All in favour. Cheques signed by The Chairman & Mrs Hutson.	
7.8	Internal/External Audit 2019 – Mrs Rosie Carter has completed the internal audit – The Chairman expressed thanks for the efficient job she had done. The Clerk will progress External Audit.	FB
7.9	VAT Reclaim – The Clerk will progress and liaise with Mrs Maureen Reeves to include the Village Hall invoices.	FB
7.10	To agree a date for a Finance Meeting – This will take place in May after the Annual General Meeting which will commence at 6.30pm.	

8	CORRESPONDENCE	
8.1	Email from Mr Robinson re Meadowlands – covered during Open Forum	
8.2	Email from Mrs Wynn – Highways Meeting – Mrs Wynn wrote complaining about the Highways meeting, expressing discontent regarding discussions recorded in the minutes.	
8.3	Letter from East Suffolk Council re Adoption of Waveney Local Plan – shared with all.	
8.4	Letter from NSPCC re Coffee Morning Challenge – shared with all.	
8.5	Adnams Community Trust Report & Accounts – The Clerk will file.	FB
8.6	Merchant Navy Day – The Clerk will file.	FB
8.7	Any further correspondence received –	
8.7.1	Email from Mrs Rosie Carter re Wrentham Band Centenary – she is seeking the PC support to to plant some trees with plaques to commemorate 100 years of the Wrentham Band – The Chairman proposed a donation of £150 to support this project, seconded by Miss D’Alcorn, all in favour. A cheque was raised and signed by The Chairman and Mrs Hutson. There were no strong feelings as to where the trees should be planted – The Clerk to advise Mrs Carter.	FB
8.7.2	Email – Consultation re 50mph speed limit on A12 between Wangford & Wrentham – covered under item 5.2	
8.7.3	Letter from Mrs Harrison re village centre car park – Mrs Harrison expressed concern that the new markings and disabled bay has reduced parking for those wishing to visit commercial premises, This car park is owned and managed by the District Council, however the village hall car park will now be left open during the day so spaces can be used for those wishing to visit shops in the village centre. The Clerk will advise Mrs Harrison.	FB
9	ELECTIONS – 2nd MAY 2019	
	The Clerk confirmed there were less nominations (10) than seats (13) therefore this will be an uncontested election and all nominees will be elected. This will leave the Parish Council with 3 vacancies. Mr Middleditch did not submit his nomination form in time but is happy to be co-opted after 2 nd May 2019.	
10	ANY OTHER BUSINESS	
	None.	
11	DATE OF NEXT MEETING – Monday 20th May 2019 – 6.30pm – Annual General Meeting – followed by a meeting of the Finance Committee.	

There being no further business the meeting closed at 9.20pm.