

WRENTHAM PARISH COUNCIL

Minutes of the Meeting of Wrentham Parish Council held at the Village Hall at 7.30pm on Monday 18th November 2019

Present: **The Chairman** – Mr Ian Watson
 Councillors – Mr Kevin Cross, Miss Fran D'Alcorn, Mr David Fletcher, Mr Simon Forder, Mrs Lucinda Hutson, Mr Roger Middleditch, Mr Trevor Oram, Mr Keith Perry, Mr David Reeves
 The Clerk – Mrs Frances Bullard
 Suffolk County Council – Cllr Tony Goldson
 East Suffolk District Council – Not present
 1 member of public

		ACTION
	OPEN FORUM	
	<p>The Chairman welcomed all and invited them to speak about any matters on the Agenda.</p> <p>Mr Robinson spoke re flooding – he understands Cllr Goldson has said work on A12/The Lane will take place in March 2020 however he has received a more ambiguous response from the Drainage team which does not specify a date for work and he is concerned this issue will just go on & on. There have been three recent incidents with flooding/sewage problems following heavy rain – this is purely due to excess surface water that the drains cannot cope with. He also spoke re standing flood water which pedestrians have to negotiate. Cllr Goldson said he is confident that the update he has been given re work happening in March 2020 is accurate.</p> <p>Mr Robinson spoke re speeding – he has had a response from the PCC's office – they advise the Safety Van has visited 30 times which has resulted in the detection of 231 offences. The PCC has confirmed he is committed to speed enforcement. Realistically resources are lacking – Mr Robinson would like the MP to take up the issue and has emailed her office.</p> <p>Mr Robinson feels too much coverage is given to the local MP on the PC Website – Mr Cross said the link on the website purely advises who local MPs are and how to contact them.</p> <p>Open forum closed.</p>	
1	APOLOGIES FOR ABSENCE	
	Apologies received and accepted from Mr Mark Buxton & Miss Alison Evans	
2	PECUNIARY AND OTHER INTERESTS	
	<p>Mrs Lucinda Hutson – item 4.5 Mr Simon Forder – item 7.8.3 Mr David Reeves – item 7.5 All as Sole Trustee of Village Hall.</p>	
3	MINUTES OF THE PARISH COUNCIL MEETING HELD 18th November 2019	
	The minutes of the Parish Council Meeting held on 18 th November 2019, 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.	
4	MATTERS ARISING	
4.1	S106/CIL Monies – Bench in Oakhill Close – The Clerk awaits update Tony Rudd.	

4.2	Parish Website Update – The Chairman encouraged all to view.	
4.3	Play Area – Mr Oram visited 16.11.19 – no work has been done yet. The rubber matting is very slippery – Mr Oram will report. Mr Reeves reported that a resident had recently visited the play area and found a large dog running loose despite signage saying no dogs allowed.	
4.4	Review of Assets –	
4.4.1	Dog waste bins – The Clerk has contacted Waveney Norse to establish cost for them to supply and install 2 new galvanised dog waste bins – response awaited.	
4.5	Allotments – Solicitors have quoted £495 + VAT to draw up a new lease. Standing Orders suspended to allow Mrs Hutson to speak – The Chairman asked if there would be potential for more plots to be added – Mrs Hutson said this was unlikely. Mr Oram proposed the PC pay the £495 for the lease to be drawn up, seconded by Mr Reeves, all in favour (Mrs Hutson abstained). The Clerk will progress.	FB
4.6	Flowerbed in front of Chinese Takeaway – As previously discussed the PC would like to take over planting of the area. The Clerk will email Denise Mortimer re Community Self Help Scheme. Mr Cross said that he remains opposed to the Parish Council taking on this responsibility	FB
4.7	Update from Clerk's Appraisal – This was conducted by The Chairman and Mrs Hutson on 24 th October 2019. The form has been forwarded to The Clerk for sign off.	
4.8	Any other Matters Arising	
4.8.1	The Clerk contacted Mr Nick Harvey re development work at 26 High Street – he has advised that the contamination tank cleaning is booked for the 17 th of December they will be sealing off the front part of the site the previous weekend for approx 1 week. The trees at the rear have been removed as per the planning permission and a fence is being erected.	
5	HIGHWAYS MATTERS	
5.1	VAS data – Apologies received from Mr Buxton – no data has been received.	
5.2	SID sign was paid for some time ago – The Clerk will seek an update from Mr Buxton re delivery. Blackmoor Farm – The Clerk will establish if a SID sign could be mounted on the existing pole. Mantlepiece signs - The Clerk asked Cllr Goldson re his £1000 contribution released – he said this should have been released but will now be after the General Election. The Clerk will also speak with Cllr Brooks when he is back at work.	FB FB
6	PLANNING	
6.1	Any Further Planning Applications Received – None	
7	FINANCE	
7.1	Balances at Bank – £34,763.86 Business Saver Account (WRAC) (Lions donation) - £442.69 Current Account - £21,780.87 Business Saver Account (CIL) - £12,540.30 The Clerk confirmed SAGE balances with Bank Statements.	

7.2	Account received from Bus Shelter Cleaner - £55.00	
7.3	Clerks salary & Clerks expenses of £23.84	
7.4	HMRC payment – £24.45 – The Chairman has asked that this amount be paid to clear a balance from previous years.	
7.5	Invoice from Mr Reeves for Christmas lights - £35.97	
7.6	PC Insurance renewal - £325.85 – after discussion The Chairman proposed a 3 year undertaking, seconded by Mr Fletcher, all in favour.	
7.7	Invoice from Suffolk Cloud for website hosting - £36.00	
7.8	Any other accounts received –	
7.8.1	Invoice from Mrs Wynn for plants for 2 x planters - £42.84	
7.8.2	Invoice from Dr Drane for lagging material for allotment standpipes - £17.00	
7.8.3	Invoice from Mr Forder for cutting of conifer hedge at Village Hall - £30.00	
	Above payments 7.2 to 7.8.3 proposed by Mr Fletcher & seconded by Mrs Hutson, All in favour. Cheques signed by The Chairman & Mrs Hutson.	
7.9	<p>Report from Finance Committee Meeting held 6.30pm on 18th November 2019 –</p> <p>The Chairman spoke re precept – this was significantly increased a couple of years ago to allow support to Village Hall and purchase of VAS.</p> <p>The VHM have requested that their 2019/20 grant be used for the installation of acoustic tiles in the main hall – this will cost £5847.60. The Chairman confirmed with Mr Reeves that 3 quotes have been obtained. The Chairman proposed that a cheque be raised for £4300, seconded by Mr Oram, all in favour – a cheque was raised and signed by The Chairman and Mrs Hutson.</p> <p>The VHM would like to replace the heating in the main hall and have received quotes, this will cost £4699.37. They have asked for an advance of £2000 from their 2020/21 grant. The Chairman proposed this amount be donated from CIL monies rather than from next year's grant, seconded by Mr Oram, all in favour. Mr Reeves will update the VHM & advise when funds are required.</p> <p>The Chairman said there is likely to be increased demand on spending on traffic management, village maintenance etc and therefore the Finance Committee suggest a 10% increase to the 2020/21 precept, this will mean an approx. increase of £4 for a Band D property. The Chairman proposed a precept request of £17,142.70, seconded by Mr Oram, all in favour. The Clerk will submit this to East Suffolk District Council.</p> <p>The Chairman spoke re risks, procedures and policies which are in place to ensure we have adequate financial controls – SAGE – 2 signatories on cheques – Finance Meetings – internal & external audit etc. It was agreed controls are in place and adequate.</p>	FB
8	CORRESPONDENCE	
8.1	Email received from The Pensions Regulator re re-enrolment - this has been passed to The Chairman.	
8.2	Email from East Suffolk District Council re Town & Parish Council Forum – this is being held at Riverside on 27 th January 2020 – The Clerk advised that 2 representatives can attend – Mr Cross would like to attend – The Clerk will progress.	FB
8.3	Any further correspondence received –	
8.3.1	Email from Mr Harvey re co-option to PC – The Chairman will contact Mr Harvey to get more information discuss his application.	IW

8.3.2	Email re Annual Rough Sleeper count – The Clerk will mention the person living in the camper van just outside the village.	FB
8.3.3	Email re Police Locality Meeting – the next chance to meet with the local Inspector will be at Halesworth Town Council Office on 25 th November – from 2-3pm.	
8.3.4	Letter from Brampton Primary School – appeal for funds – The Clerk will file.	
8.3.5	Letter from British Legion re VE/VJ Day Celebrations 8th May 2020 – Mrs Hutson is attending a British Legion Meeting on 20 th November 2019 – the British Legion are suggesting a joint event with the PC, VHMC & Time 4 Tea – Mrs Hutson is happy to liaise.	
9	ANY OTHER BUSINESS	
9.1	The Clerk has been asked by Mrs Wynn if anyone has any spare greenhouse space for overwintering plants from Jubilee Planters – please let her know if you can help.	All
9.2	The Chairman said it is now too late for an Autumn Litter Pick but would like to hold the next one in March 2020.	
9.3	Mr Reeves has spoken with Mrs Carter and she has donated a Christmas tree. Mr Middleditch is happy to erect this.	
9.4	Time 4 Tea – Wrentham Town Band attending to play carols on 16 th December 2019 – all welcome.	
10	DATE OF NEXT MEETING – Monday 16 th December 2019 – 7.30pm – followed by festive refreshments.	

There being no further business the meeting closed at 8.55pm