

WRENTHAM PARISH COUNCIL

Minutes of the Meeting of Wrentham Parish Council held at the Village Hall at 7.30pm on Monday 17th February 2020

Present: **The Chairman** – Mr Ian Watson
 Councillors – Mr Kevin Cross, Miss Fran D’Alcorn, Mis Alison Evans, 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
 One member of public

		ACTION
	OPEN FORUM	
	<p>Mr Robinson advised he has been given 20th April 2020 as the date work will start on drainage at The Lane/A12.</p> <p>Mr Robinson expressed disappointment that the District Councillor was not present.</p> <p>Mr Robinson queried the ANPR project 5 year plan as outlined by Cllr Goldson. Cllr Goldson gave an update – a business plan is being submitted for 3 ANPR cameras, Halesworth, Spexhall & Wrentham are the 3 areas identified. Mr Robinson asked that the PC meet with Dr Therese Coffey MP re this – Cllr Goldson explained that Dr Coffey has no input to this project – The Chairman confirmed there would be no benefit in requesting a meeting with Dr Coffey re this matter.</p> <p>Mr Robinson spoke re Community Self Help Scheme – he feels the PC are being asked to pay for services which were previously provided by the District/County Council. The Clerk explained that at present we are not looking to pay for extra services but use volunteers to undertake the work on flowerbeds in the centre of the village.</p> <p>Mr Robinson said he does not feel the PC welcome residents to meetings and the current format does not work. The Chairman and Clerk assured Mr Robinson that members of public are very welcome and encouraged to speak during the open forum, where appropriate the meeting is suspended to allow further input from members of public. The Chairman also said that, if requested, items can be brought forward on the agenda to allow public participation without them having to stay for the whole meeting.</p>	
1	APOLOGIES FOR ABSENCE	
	Apologies received and accepted from Mr Mark Buxton.	
2	PECUNIARY AND OTHER INTERESTS	
	All as Sole Trustee of Village Hall. Mr Oram – item 5.2	
3	MINUTES OF THE PARISH COUNCIL MEETING HELD 20th JANUARY 2020	
	The minutes of the Parish Council Meeting held on 20 th January 2020, having previously been circulated, were proposed as a true record by Mr Middleditch & seconded by Mr Oram - All in favour – a copy was signed by The Chairman.	

4	MATTERS ARISING	
4.1	S106/CIL Monies – Bench in Oakhill Close – The Chairman and Mrs Hutson have reviewed the licence – it is a standard licence - though very wordy for siting a bench it is unlikely that it will be changed. The Clerk confirmed relevant public liability insurance is in place. Mr Reeves asked if residents are aware of the intention to site the bench – Mr Cross confirmed he had spoken to nearby residents at the outset. The Chairman proposed the licence be signed, seconded by Mrs Hutson, 1 abstained, 1 against, 9 in favour.	
4.2	Parish Website Update – Suffolk Cloud are currently working on a digital certificate. The Clerk will speak with Mr Buxton when he is back re getting Squirrel mail linked with Microsoft 365.	FB
4.3	Play Area – Mr Oram advised some work has been done – the equipment has been cleaned, weeds & rust have been treated. The Clerk contacted Simon Walker who suggested another site meeting – Mr Oram sees little point in meeting again until the agreed work has been completed. The Clerk will respond to Mr Walker thanking him for the work to date and asking for the remaining work, inc hedge trimming be done. Mr Cross said this area is not the PC's responsibility – The Clerk & Chairman explained we are seeking improvements to the area following requests from residents.	FB
4.4	Review of Assets – Replacement Dog waste bins – these have been ordered. Mr Cross reviewed all assets and created a spreadsheet showing areas where work is needed – <ul style="list-style-type: none"> • Bus shelters have some graffiti and ivy growth. • Dog waste bin in front of Dyer Terrace has been clipped by a car – The Chairman proposed that the Clerk order a replacement and ask that it be slightly resited to prevent damage in future, seconded by Mr Oram, all in favour. The Clerk will progress. • Grit Bin for junction of Oakhill Close – The Clerk will apply for this via Highways – Cllr Goldson will fund from his Highways Budget. • Where bench was removed from Dyer Terrace there is still metalwork in ground which needs to be removed as it could be a trip hazard or affect grass cutting – Mr Oram & Mr Forder will see to this. • Bench at Lodge Corner needs repainting. • PC Noticeboard – in need of sealing/varnishing – Mr Oram will look at this. • Village Pound – Mr Cross will repaint gate – Mr Oram will spray weeds inside and out. 	FB FB TO/SF TO KC/TO
4.5	Flowerbeds/Car Park – The Clerk submitted the application to take on the flowerbeds in front of the Chinese Takeaway and Bus Shelter under the Community Self Help Scheme. They are happy for the beds near the bus shelter to be taken on but not the one outside the Chinese Takeaway as it is not 0.5m from the road and would be unsafe for volunteers to work on. Mr Forder will pass names of volunteers to The Clerk.	SF
4.6	VE/VJ Day Celebrations – Email received from Rosie Carter outlining plans & asking for financial support from the PC – after discussion Mr Perry proposed £350 be donated, seconded by Mr Middleditch, all in favour. The Clerk will update Mrs Carter. There will be an event at St Nicholas Church to mark VJ Day.	FB

<p>4.7 4.8</p>	<p>Councillor Vacancies – The Clerk will email all parties who previously expressed an interest to see if they are wishing to join the PC.</p> <p>Update from Cllr Cross – East Suffolk DC & SALC Area Forums -</p> <p>East Suffolk Forum – 3 key points –</p> <ul style="list-style-type: none"> • CIL will be managed on Execon system • CMIS being launched – this is a web based system for ESDC to share information – anyone can register and choose which updates they receive – this is the link http://eastsuffolk.cmis.uk.com/eastsuffolk • All planning consultations will be sent electronically from April 2020 – The Clerk has registered the PC email address for updates. <p>SALC Forum –</p> <ul style="list-style-type: none"> • Will now be one Area Forum for the whole of East Suffolk – this will meet twice yearly • Main focus was on Sizewell & Wind Farms – NALC to make representation to Government for an East Coast Energy Strategy • Full meeting notes are on the SALC website 	<p>FB</p>
<p>4.9</p>	<p>Any other Matters Arising – None.</p>	
<p>5</p>	<p>HIGHWAYS MATTERS</p>	
<p>5.1 5.2</p>	<p>VAS data – Mr Buxton will not collect data for the next 2-3 months due to work commitments - VAS will remain operational though.</p> <p>Blackmoor Farm – The Chairman awaits clarification from Highways as to whether a SID can be sited outside a 30mph area – he will seek clarification at Cllr Goldsons area meeting.</p> <p>Mantlepiece signs, roundels etc – Cllr Goldson has kindly agreed to fund these in full.</p> <p>Church Corner – Cllr Goldson offered to fund ditch clearance. <i>Mr Oram & Cllr Goldson left meeting to discuss. Mr Oram rejoined meeting.</i></p> <p>Drainage work at A12/The Lane – Highways have confirmed to The Chairman that this will take place after 8.5.2020.</p> <p>Any highways matters should be logged with Highways using the following link - https://highwaysreporting.suffolk.gov.uk/</p>	<p>IW</p> <p>All</p>
<p>6</p>	<p>PLANNING</p>	
<p>6.1 6.2 6.3</p>	<p>DC/20/0357/FUL – 76 Southwold Road – To remove prefab garage and form single storey bedroom extension – Plans were shared and discussed – Mr Reeves notes several nearby houses have already done similar work – Mrs Hutson proposed to recommend that permission be granted – seconded by Mr Fletcher – all in favour. The Clerk will advise ESDC.</p> <p>DC/20/263/TCA – 27-29 High Street – Reduction in height and removal of trees – Plans were noted, it is hoped that this work will assist with the overgrown plants around the bus shelter.</p> <p>Any Further Planning Applications Received – None</p>	<p>FB</p>
<p>7</p>	<p>FINANCE</p>	
<p>7.1</p>	<p>Balances at Bank – £28,685.22</p>	

	Business Saver Account (WRAC) (Lions donation) - £442.91 Current Account - £15,695.76 Business Saver Account (CIL) - £12,546.55 The Clerk & Chairman confirmed SAGE balances with Bank Statements.	
7.2	Account received from Bus Shelter Cleaner - £55.00	
7.3	Clerks salary & Clerks expenses of £13.34	
7.4	HMRC payment – Nil	
7.5	Invoice from Mr Buxton for SID battery & padlocks - £93.20	
7.6	Invoice from Mrs Walker for Village website hosting - £42.71	
7.7	Any other accounts received – None	
	Above payments 7.2 to 7.6 proposed by The Chairman & seconded by Miss Evans - All in favour. Cheques signed by The Chairman & Mrs Hutson.	
7.8	VAT Reclaim – The Clerk continues to pursue this and has spoken with HMRC.	
7.9	Internal Audit – The Clerk has spoken with Mrs Rosie Carter who is willing to conduct the internal audit this year. The Chairman proposed that Mrs Carter be appointed as Internal Auditor – seconded by Miss Evans – All in favour. The Clerk will prepare papers in due course.	FB
8	CORRESPONDENCE	
8.1	Letter received from Boggis Electrical re test & inspection of Defibrillator – The Clerk will ask them for an estimate to carry out this work. Mr Cross will check the expiry date of the defibrillator battery.	FB KC
8.2	Letter from Pensions Regulator re re-enrolment & re-declaration – this was passed to The Chairman for attention.	IW
8.3	Any further correspondence received – None	
9	ANY OTHER BUSINESS	
9.1	Spring Litter Pick – The Chairman thanked all who attended – 14 sacks of rubbish were collected. A further litter pick will be held in the Autumn.	
9.2	The Clerk advised the allotment rent is due at the end of March – she will contact allotment holders to arrange collection.	FB
9.3	Mr Reeves advised election will be held on 9.5.2020 for Police & Crime Commissioner – The Village Hall has been booked as a polling station.	
9.4	Miss Evans spoke re the refurbished village shop – please support where possible.	
10	DATE OF NEXT MEETING – Monday 20 th April 2020 – 7.30pm – preceded by the Annual Parish Meeting at 6:30pm.	

There being no further business the meeting closed at 9:15pm