

## WRENTHAM PARISH COUNCIL

**Minutes of the Meeting of Wrentham Parish Council  
held at The Village Hall on Monday 18<sup>th</sup> October 2021 at 7:30pm**

**Present:**     **The Chairman** – Cllr Ian Watson  
                   **Councillors** – Cllr Mark Buxton, Cllr Kevin Cross, Cllr Alison Evans, Cllr David Fletcher, Cllr Simon Forder, Cllr Lindsay Hanger, Cllr Lucinda Hutson, Cllr Trevor Oram, Cllr Roger Middleditch, Cllr Keith Perry, Cllr David Reeves  
                   **The Clerk** – Mrs Frances Bullard  
                   **Suffolk County Council** – Cllr Annette Dunning  
                   **Waveney District Council** – Not present – apologies sent  
                   **Members of Public** – None

		<b>ACTION</b>
<b>1</b>	<b>OPEN FORUM</b>	
	None held as no members of public present.	
<b>2</b>	<b>APOLOGIES FOR ABSENCE</b>	
	Apologies were received and accepted from Cllr Fran D'Alcorn.	
<b>3</b>	<b>PECUNIARY AND OTHER INTERESTS</b>	
	All as Sole Trustee of Village Hall. Item 8.6 – Cllr Forder Item 8.6 – Cllr Hutson	
<b>4</b>	<b>MINUTES OF THE PARISH COUNCIL MEETING HELD ON 20<sup>th</sup> SEPTEMBER 2021</b>	
	The minutes of the Parish Council Meeting held on 20 <sup>th</sup> September, since being circulated they have been amended to show under item 5.2 - 6 in favour, 2 abstentions & 1 objection – Cllr Cross does not agree with the wording of these minutes and referred all to his email of 15 <sup>th</sup> October 2021 – he does not believe the minutes to be fair and just – Cllr Hutson said she believes the minutes to be a true reflection of the meeting, they were proposed as a true record by Mrs Hutson & seconded by Cllr Perry – 11 in favour – 1 objection - a copy was signed by The Chairman.	
<b>5</b>	<b>MATTERS ARISING</b>	
<b>5.1</b>	<b>Update re Coronavirus Covid 19 situation -</b> No issues to raise from within the village – no further requests for help. Cllr Dunning will send weekly updates – rates in Suffolk are currently rising, schools are changing isolation rules – she urged all to take up boosters & flu jabs.	
<b>5.2</b>	<b>PC Website – to raise any items for amendment/update –</b> Cllr Dunning will send photograph & link to her website to Cllr Cross.	
<b>5.3</b>	<b>Update from meeting with VHMC re Manager/Caretaker role –</b> The Chairman, Cllr Hutson & The Clerk met with Dr Nigel Drane & Mr David Reeves prior to tonight's meeting. As discussed during the open forum last month the VHMC would like to use the annual PC donation to fund a Manager/Caretaker. Dr Drane feels the major refurb is nearing completion & therefore less funds are needed for capital expenditure. Cllr Reeves said currently the income from lettings covers overheads. The Chairman said we do not wish to micromanage the VHMC – we currently donate £4300 per annum & he suggests we leave it for them to decide how this is best used. Flyers will be sent to all households appealing for help to run the Village Hall & hopefully this will encourage volunteers who may be willing to take on some of the tasks that need doing. The Chairman suggested to the VHMC that they consider the use of a key safe, an online booking system, and if it is necessary to employ someone who is self-employed, the chairman as an accountant, would review the facts to validate the correct employment status	

5.4	<p>(Employed vs self-employed). Cllr Hanger asked if the donation will be index linked and whether it is sustainable – The Chairman said it is agreed on an annual basis &amp; will be discussed at the Finance Meeting next month before going to the full PC Meeting for approval. Cllr Oram said he thinks they will struggle to find one person to do the job in its entirety and that a group of volunteers would be the best outcome. Cllr Reeves spoke re the history of the Village Hall, it was funded by a Village Tote &amp; many residents 'mucked in' to make it a reality. The Chairman proposed that the PC agree they are happy for the VHMC to use its donation to fund a caretaker if necessary – seconded by Cllr Buxton – All in favour.</p>	
5.5	<p><b>Christmas Tree/Lights –</b> Cllr Hutson has emailed the lady who offered to help last year but has not yet received a reply. Cllr Oram is happy to donate a tree – Cllr Middleditch &amp; team will install it – Cllr Hutson is happy the existing lights are in order – a couple more sets may need to be purchased.</p>	
5.6	<p><b>Village Newsletter –</b> Cllr Hanger has spoken to Anglia Press re a glossy, full colour, copy of the magazine for every household in Wrentham – the existing cost would be almost doubled and advertising would not cover this each month. However Cllr Hanger would like to make the December issue full colour &amp; glossy – the cost to provide one to every household in Wrentham, Frostendon, Covehithe &amp; Benacre would be approx. £583. Cllr Hanger would like all advertisers to submit an article &amp; will include a survey inviting all to indicate whether they would be interested in receiving a copy in future. Cllr Oram said this is an ideal opportunity to include an article appealing for support with the running of the Village Hall &amp; Village Litter Picks – he is also happy to include an article re 'life on the farm'. The Chairman proposed that the PC contribute £500 towards the cost of the December newsletter – seconded by Cllr Perry – All in favour. Cllr Hanger will progress &amp; seek articles from local organisations.</p>	
5.7	<p><b>Update from Clerk's Annual Appraisal held 15.10.2021 –</b> <i>The Clerk &amp; Cllr Dunning left the meeting &amp; Cllr Hutson took notes.</i> The Chairman gave an overview and proposed that –</p> <ul style="list-style-type: none"> <li>• The Clerk's payscale increase from point 14 to point 20 from 1.10.2021</li> <li>• The Clerk be given flexibility to attend up to 30% of meetings remotely (IT issues to be resolved first)</li> <li>• The Clerk to claim travel expenses for those meetings attended in person</li> </ul> <p>This was seconded by Cllr Hutson – All in favour. <i>The Clerk &amp; Cllr Dunning rejoined the meeting.</i></p>	
5.8	<p><b>Village Litter Pick –</b> It was agreed this would be held at 9:30am on Saturday 6<sup>th</sup> November 2021 – The Clerk will draw up notices for website &amp; boards.</p>	<b>FB</b>
	<p><b>26 High Street – Pedestrian Right of Way –</b> This was raised by Mr Robinson at last month's PC Meeting &amp; he continues to pursue. Cllr Brooks took the matter up with Planning but there are no issues they can take up &amp; referred to Highways. Cllr Brooks is taking up the issue re bins with ESC. Cones are in place but are easily moved &amp; the existing path is not fit for purpose. Cllr Dunning has spoken to Highways who state there is no public footpath.</p>	

5.9	Email from Mark Nichols, Highways, sent in Jan 2020, contradicts this and says the land was dedicated to Highways in the 1930s & the owner of the building only owns 6ft in front of it – Mr Harvey was advised of this and consequently moved his scaffolding back to his boundary. The Clerk will forward the email to Cllr Dunning for further investigation.  <b>Any other matters arising –</b> None.	FB
6	<b>HIGHWAYS MATTERS</b>	
6.1	<b>VAS Monthly Data</b> – VAS Data has been shared today.	
6.2	<b>UPDATES RE HIGHWAYS MATTERS, INC GUILDHALL LANE &amp; ANPR</b>	
6.2.1	The Clerk confirmed application forms have been submitted for ANPR at all 7 VAS sites.	
6.2.2	Community Speedwatch are now down to just 3 volunteers – please encourage anyone able to volunteer. The Clerk will forward Co-Ordinator's details to Cllr Hanger who will approach re article for the newsletter.	FB
6.2.3	Guildhall Lane – Badger Sett – Highways have assured The Clerk all in in hand.	
7	<b>PLANNING</b>	
7.1	<b>DC/21/4235/FUL – 2a Bonsey Gardens – Full width single storey extension</b> – plans were shared and discussed – The Chairman believes the development is over the permitted development line which Planning Dept will address – he proposed that the PC recommend proposal of the application as it is similar to neighbouring properties – seconded by Cllr Hanger – all in favour. The Clerk will update ESC.	FB
7.2	<b>DC/21/4263/FUL &amp; DC/21/4264/LBC – April Cottage – Single storey Garage</b> – plans were shared and discussed – The Chairman proposed that the PC recommend proposal of the application – seconded by Cllr Evans – all in favour. The Clerk will update ESC.	FB
7.3	<b>Any further Planning Applications/Matters –</b> None	
8	<b>FINANCE</b>	
8.1	Balances at Bank – £43,332.25 Business Saver Account (WRAC) (Lions donation) - £443.29 Current Account - £32,332.29 Business Saver Account (CIL) - £10,556.67 The Clerk confirmed SAGE balances with Bank Statements & she has shared these with The Chairman. The Clerk confirmed the monies paid in January for the Oak Hill Close bench are to be transferred from the CIL monies – she will transfer this, the £300 CIL money received for Meadowside & the Lions Donation for the Defibrillator supplies, between accounts when online banking is in place.	
8.2	Account received from Bus Shelter Cleaner - £55	
8.3	Clerk's salary & Clerk's expenses of £5.24 (inc mileage & SAGE)	
8.4	HMRC payment – The Chairman has arranged for this to be paid quarterly.	
8.5	Invoice from Striking Displays Ltd – Cases for VH Wall Hangings - £943.73	
8.6	Any other accounts received –	
8.6.1	Invoice from Mr Simon Forder – VH grass cutting - £120	
8.6.2	Donation to Royal British Legion for Remembrance Wreath – Cllr Cross asked if there are other charities to be considered – Cllr Hutson said as the wreath is supplied by the British Legion the donation should be to them, Cllr Buxton proposed a donation of £50 – seconded by Cllr Reeves – 11 in favour – 1 abstention due to declared interest.	

	Above payments 8.2 to 8.6.2 were proposed by The Chairman & seconded by Cllr Evans, All in favour. Cheques were signed by The Chairman & Cllr Hutson.	
<b>8.7</b>	<b>ONLINE BANKING APPLICATION</b>	
	The Chairman will progress.	
<b>9</b>	<b>REPORT FROM CLLR ANNETTE DUNNING - SCC</b>	
	<p>Cllr Dunning met with Highways Engineer and raised speed limit in Chapel Road – they will consider an alteration to the 50mph limit due to the new building development – a traffic survey will be undertaken – Cllr Dunning will establish whether this will be before or after the development takes place. Developers have previously indicated they would support a change to the speed limit. The Clerk said the new play area will be right on the edge of the 50mph zone – this may support an application to have the speed limit reduced. No action required from PC at present.</p> <p>Cllr Dunning said an email will be received by PCs shortly re a review of the Lorry Routes Map – The Clerk will add to November agenda.</p> <p>Cllr Dunning said she has been shocked at the criteria to get signposts etc replaced/cleaned.</p>	<b>FB</b>
<b>10</b>	<b>REPORT FROM CLLR NORMAN BROOKS – ESC</b>	
	Apologies received from Cllr Brooks – his reports are shared with all.	
<b>11</b>	<b>CORRESPONDENCE</b>	
<b>11.1</b>	<b>Email from Cllr Perry re Allotments</b> – a resident has spoken to Cllr Perry re the state of some allotment and concern re the number of rats present. The Clerk will write to allotment holders reminding them of the requirement to keep their plots in good order.	<b>FB</b>
<b>11.2</b>	<b>Any further correspondence received –</b> None.	
<b>12</b>	<b>ANY OTHER BUSINESS/MATTERS FOR NEXT MONTHS AGENDA</b>	
<b>12.1</b>	The Football Club have ordered a defibrillator.	
<b>12.2</b>	Cllr Oram will cut back the area in front of the Chinese Takeway.	
<b>12.3</b>	Cllr Forder spoke re overgrown grass between Walker Gardens & Oakhill Close – he has visited & this will need skirting in future – it is still currently clear enough for prams/mobility aids.	
<b>13</b>	<b>DATE OF NEXT MEETING –</b> <b>This is one week later than usual - Monday 22<sup>nd</sup> November 2021 – 7.30pm – Village Hall preceded by a Finance Meeting at 6:30pm.</b>	

There being no further business the meeting closed at 9:26pm