

WRENTHAM PARISH COUNCIL

Minutes of the Meeting of Wrentham Parish Council held by Video Conference at 7:30pm on Monday 18th January 2021

Present: **The Chairman** – Mr Ian Watson
 Councillors – Mr Kevin Cross, Miss Alison Evans, Mr David Fletcher, Mr Simon Forder, Mrs Lindsay Hanger, Mrs Lucinda Hutson, Mr Roger Middleditch, Mr Trevor Oram, Mr Keith Perry,
 The Clerk – Mrs Frances Bullard
 Suffolk County Council – Cllr Tony Goldson
 Waveney District Council – Cllr Norman Brooks
 No members of public

		ACTION
	The Chairman welcomed all and reminded them that the meeting is not being recorded, anyone wishing to record the meeting must declare this in advance.	
1	APOLOGIES FOR ABSENCE	
	Apologies were received and accepted from Mr Mark Buxton, Miss Fran D’Alcorn & Mr David Reeves.	
2	PECUNIARY AND OTHER INTERESTS	
	All as Sole Trustee of Village Hall.	
3	MINUTES OF THE PARISH COUNCIL MEETING HELD BY VC ON 21st DECEMBER 2020	
	The minutes of the Parish Council Meeting held by VC on 21 st December 2020, having previously been circulated, were proposed as a true record by Mrs Hutson & seconded by Mr Forder- All in favour – a copy will be signed by The Chairman.	FB
4	MATTERS ARISING	
4.1	<p>Update re Coronavirus Covid-19 situation – Mr Perry advised there are several volunteers in place with few requests for assistance. Cllr Brooks will circulate email from ESC re vaccinations. Sole Bay Surgery is the vaccination hub for our area. Doctors surgeries will contact individuals to arrange appointments. The Chairman said Suffolk appears to be lagging behind some other areas – Cllr Brooks said the reason for this is not clear but work is ongoing. Cllr Goldson said this is a very rural area but the programme is now rolling out quickly. All Suffolk hospitals are at, or close to, capacity. Transport to vaccination sites is available via BACT – Mr Cross will add details to the PC website – Doctors surgeries are also checking if transport is needed when making appointments. Cllr Goldson confirmed he has funds available to support the fight against Covid 19 and urged anyone in need to get in touch.</p> <p>Mr Oram mentioned a car which is regularly parked in the layby opposite Benacre Hall, concern was expressed as a man seems to be spending many hours a day in the car, it was not known if he is also sleeping there. Cllr Brooks will raise with the rough sleeping team.</p> <p>Miss Evans spoke re a young man who was found sleeping in the church doorway. Dr Drane provided blankets and clothing, sadly the man was later involved in a traffic accident in Henstead. He then discharged himself from hospital, his whereabouts are now unknown. Cllr Brooks will also pass this on, please update him with any further issues.</p> <p>The Chairman asked that all keep an eye out for anyone in need so they can quickly be referred to appropriate services for support.</p>	<p>KC</p> <p>All</p> <p>All</p> <p>All</p>

4.2	Parish Council Website – Mr Cross has highlighted the Village Charity. Mr Cross removed a news item re the Air Ambulance at the request of their medic. There is a new page for Parish Councillor Profiles – please send a profile picture to Mr Cross if you are happy to be added to this page.	All
4.3 4.3.1	Any other Matters Arising – Mr Oram spoke re water running off the field entrance in Falcon Inn Road and causing surface flooding – he has spoken to the owner of the field, Mr Richmond, who is trying to divert the water but believes the ditch is owned by SCC. Cllr Goldson said there would be no issues with the landowner clearing the ditch to prevent the flooding. Mr Oram will update Mr Richmond.	TO
5	HIGHWAYS MATTERS	
5.1	VAS Monthly Data – no issues raised.	
5.2	UPDATES RE HIGHWAYS MATTERS, INC FLOODING ISSUES	
5.2.1	Mr Oram spoke re the signs at the northern end of the A12 which are covered in algae. The Clerk confirmed they were reported to Highways who inspected them but did not feel work was required. Mr Oram and Mr Forder will arrange to clean them. The Chairman said he would clean the signs in Guildhall Lane which are also in need.	TO/SF IW
5.2.2	26 High Street – concern re pedestrian access past parked cars was raised by Mr Robinson, Cllr Goldson took this up with Highways following a request at the last PC Meeting. The owner has now moved the fencing back to allow pedestrians more room to pass, however the cars now park closer to the fencing which again blocks pedestrian access. Cllr Goldson will ask for bollards to be placed to prevent this issue. The surface of the ‘footpath’ is uneven and will need attention as part of the development. It appears that currently no development work is taking place on the building which is disappointing – Cllr Brooks will check conditions with planning and clarify the position re CIL payments.	
6	PLANNING	
6.1	Any further Planning Applications/Matters None.	
7	FINANCE	
7.1	Balances at Bank – £32,426.01 Business Saver Account (WRAC) (Lions donation) - £443.26 Current Account - £21,426.86 Business Saver Account (CIL) - £10,555.89 The Clerk confirmed SAGE balances with Bank Statements. The Clerk confirmed the monies paid last month for the Oak Hill Close bench are to be transferred from the CIL monies – she will transfer this and the £300 CIL money received for Meadowside between accounts when she is able to visit the bank.	FB
7.2	Account received from Bus Shelter Cleaner - £55	
7.3	Clerks salary & Clerks expenses of £5.24	
7.4	HMRC payment – Nil	
7.5	Invoice from Suffolk.Cloud for website hosting - £110.00	
7.6	Any other accounts received – None.	
	Above payments 7.2 to 7.6 were proposed by The Chairman & seconded by Mr Middleditch, All in favour. The Clerk will arrange for cheques to be signed by The Chairman & Mrs Hutson.	FB
7.7	REPORT FROM FINANCE COMMITTEE MEETING HELD (BY VC) AT 6:30PM ON 18TH JANUARY 2021	
	The Chairman said that after reviewing the budget sheet and East Suffolk Council advice that an increase of 1.96 is needed to receive the same amount as last year, the Finance Committee recommend an increase of 5%	

	<p>to allow the PC to maintain existing support and to allow for inflation and additional projects. This will give additional income of £514 and require a total precept request of £17,657.</p> <p>It was noted the PC will receive a one-off additional support payment of £292 from ESC.</p> <p>The Village Hall Management Committee have confirmed the proposed donation of £4300 is adequate and much appreciated.</p> <p>The Chairman said Monies have been set aside to support projects at St Nicholas Church – the Church will meet in two weeks & discuss this support.</p> <p>The Chairman will circulate a copy of the latest budget sheet to all – this is for INTERNAL working use only.</p>	IW
7.8	TO AGREE 2021/22 PRECEPT REQUEST	
	The Chairman proposed a precept of £17657 be requested, seconded by Mrs Hutson, all in favour. The Clerk will return papers to ESC.	FB
7.9	ONLINE BANKING APPLICATION	
	<p>The Chairman said online banking has been considered and deemed unnecessary previously but with the Covid pandemic making visits to banks and cheque signing more difficult he would like the PC to move to online banking. This would require The Clerk to be added as a signatory, she would then be able to create transactions before sending them to The Chairman or Vice Chairman for approval.</p> <p>Mrs Hanger said the Church has recently switched to online banking and it has proved very successful.</p> <p>The Chairman proposed adding The Clerk as signatory and applying for online banking facilities, seconded by Mrs Hutson, all in favour. The Chairman and Mrs Hutson will progress.</p>	IW/LH
8	CORRESPONDENCE	
8.1	Email from Mrs Wynn – Bench in Oak Hill Close – this was shared and discussed. The location of the bench was decided by the landowner (WDC). Installation was delayed due to the time taken by WDC to issue the licence for the siting of the bench. The style of bench was discussed & agreed appropriate by Councillors.	
8.2	Email from Mrs Wynn – 26 High Street – covered under item 5.2.2	
8.3	Email from Ms Wilson re Jubilee Planter – A12 South – Ms Wilson contacted The Clerk expressing concern that the planter affects visibility of vehicles exiting the layby. Mr Cross will visit and report back to the next meeting.	KC
8.4	Any further correspondence received –	
8.4.1	Email from Mrs Hutson re support available via Suffolk Community Foundation – Mr Cross will put a link on the website.	KC
8.4.2	Email from Dr Drane re Village Charity – The Chairman said there are some appointments of trustees which are overdue – he will respond to Dr Drane and remedy the situation. Mr Fletcher will contact The Clerk when appointment of trustees needs to be added to future agendas.	IW DF/FB
8.4.3	Email from Mr Robinson – 26 High Street – covered under 5.2.2	

9	ANY OTHER BUSINESS	
9.1	Mr Perry said The Run recently overflowed into fields along Priory Road – he believes the balance pond needs clearing – Mrs Hutson will arrange for this to be looked at.	LH
9.2	Mrs Hanger spoke re Tom Thumb Cottage – a large laurel bush is overhanging the pavement, making it difficult to pass. The Clerk will make contact with the householder.	FB
9.3	Mr Forder said foliage growing from the garden in The Old Forge is obscuring the road sign on Southwold Road. The Clerk will make contact with the householder.	FB
9.4	Miss Evans spoke re a resident from The Larches who has been clearing footpaths and overgrown branches – The Clerk will draft a letter of thanks.	FB
9.5	Village Litter Pick – The Clerk will add to the next agenda for a date to be set for the Spring litter pick.	FB
10	DATE OF NEXT MEETING – Monday 15th February 2021 – 7.30pm – by video conference	

There being no further business the meeting closed at 8:40pm