

WRENTHAM PARISH COUNCIL

**Minutes of the Meeting of Wrentham Parish Council
held at The Village Hall on Monday 21st March 2022 at 7:30pm**

Present: **The Chairman** – Cllr Ian Watson
 Councillors – Cllr Mark Buxton, Cllr Sue Child, Cllr David Fletcher, Cllr Simon Forder, Cllr Lindsay Hangar, Cllr Lucinda Hutson, Cllr Roger Middleditch, Cllr Trevor Oram, Cllr Keith Perry.
 The Clerk – Mrs Frances Bullard
 Suffolk County Council – Not present
 East Suffolk Council – Cllr Norman Brooks
 Members of Public – One

		ACTION
1	OPEN FORUM	
	The Chairman welcomed all, as there were no members of public wishing to speak the meeting was opened.	
2	APOLOGIES FOR ABSENCE	
	Apologies were received and accepted from Cllr Fran D'Alcorn, Cllr Alison Evans & Cllr David Reeves.	
3	PECUNIARY AND OTHER INTERESTS	
	All as Sole Trustee of Village Hall. Cllr Hutson – items 9.6 The Chairman – item 9.7 & 9.8 Cllr Perry – item 12.2 Cllr Oram 12.3	
4	PARISH COUNCILLOR VACANCY – CO-OPTION OF SUE CHILD	
	Following the decision at last month's meeting to co-opt, a Declaration of Acceptance of Office was signed by Sue Child & witnessed by The Clerk. Sue was welcomed onto the Council. The Clerk will advise ESC who will contact Sue to complete the Online Register of Interests.	FB
5	TO APPROVE MINUTES OF THE PC MEETING HELD ON MONDAY 21st FEBRUARY 2022	
	Minutes of PC Meeting held on Monday 21st February 2022, having previously been circulated were proposed as a true record by Cllr Fletcher, this was seconded by Cllr Hutson subject to one amendment – the member of public attending to speak re his planning application was Mr Newstead not Mr Newson – The Clerk will amend – All in favour. A copy was signed by The Chairman.	
11	REPORT FROM CLLR NORMAN BROOKS – ESC (BROUGHT FORWARD)	
	Cllr Brooks advised - <ul style="list-style-type: none"> • Work is going well on the new Gull Wing Bridge in Lowestoft – Ministry of Transport are visiting on Friday – the project is currently on target and in budget. The first section to span the river is likely to be in place late May/June. • Work is ongoing to install/improve beach huts on Lowestoft seafront. • Council Tax bills have been issued – ESC applied a rise of 2.9%. The Government are issuing a £150 refund to Band D & below. The Chairman, Cllr Brooks & Cllr Dunning received an email from a Wrentham resident re the calculation of percentages shown on the bills. Cllr Brooks advised ESC distributes bills and collects monies but does not decide the format – he has referred the matter to SCC. • A Business Case has been submitted for £25m of funding for regeneration of Lowestoft Town Centre. • A Business Case is to be submitted for the Port of Felixstowe to become a Free Port. • Ukraine – ESC support Government actions and those of Charities and 	

	<p>are working hard to ensure funds do not go to scams. The Clerk advised that the Parish Council cannot legally donate to overseas charities but can support local schemes. Cllr Brooks suggested that Parishes wait until ESC/SCC issue further detail of support schemes before taking any action. ESC are appointing a team to handle all Ukraine aid enquiries – Plans will be discussed at Full Council Meeting on Wednesday. Cllr Perry said he is happy to act as Co-Ordinator in Wrentham should the need arise. The Parish Council will support ESC/SCC schemes where possible.</p> <ul style="list-style-type: none"> • Sizewell C – Cllr Brooks feels this is likely to be approved, particularly in light of the conflict in Ukraine. • Chapel Road development – Cllr Brooks has approached the Portfolio holder for Assets, Cllr Craig Rivett, re the bus pull ins. Highways will fall under Cllr Dunning. • Potters Bridge – no flooding has been seen since the drain was cleared. <p><i>Cllr Brooks left meeting.</i></p>	
12.2	EMAIL FROM DR DRANE RE VILLAGE HALL SOUND SYSTEM (BROUGHT FORWARD)	
	<p>Cllr Perry spoke re work undertaken at the Village Hall – flooring, lighting, decorating, blinds, sound-proofing, new doors, access ramps, fencing, landscaping, toilets are almost complete – we now have a hall to be proud of and need to make it the heart of the community. It is already used by lots of long-established groups and Dr Drane is in the process of setting up a mother and toddler group. Ideally the Village Hall will be self-funding through rentals income. The VHMC would like to install a new Sound System – this would greatly enhance the quality of the audio and encourage live music, festivals etc – it will give enhanced sound on film nights & include a stereo PA system.</p> <p><i>Meeting suspended to allow Mr Barry Hughes to speak.</i></p> <p>Mr Hughes spoke in support of the new system – it will spread the sound to suit different film types & the stereo system will be used for live performances. The system would be available for wider use including live speech (via microphones) and other live events, disco's, amateur dramatics etc. The price has been carefully managed by reusing existing equipment. The equipment will be mounted at the rear of the main hall with cabling to the stage. The new system would have an integrated Hearing Loop and be straightforward for hall hirers to use.</p> <p><i>Meeting reconvened.</i></p> <p>The Chairman referred to Dr Dranes email, a quotation has been received for £4770+VAT & The Chairman has spoken with the company. The VHMC would like to use the annual donation from the PC to fund this work – they are able to cover the shortfall. The Chairman proposed that the PC support use of the donation to replace the sound system, seconded by Cllr Hutson, 6 in favour, 2 abstentions as members of VHMC.</p>	
6	MATTERS ARISING	
6.1	<p>Update re Coronavirus Covid 19 situation - No issues to raise from within the village, support is ongoing to various individuals. Data suggests that approx. 1 in 20 have Covid at present in Suffolk, there is no longer a legal requirement to isolate after testing positive but common sense should be applied.</p>	
6.2	<p>PC Website – to raise any items for amendment/update – Cllr Child said she accesses both the PC & the Village websites and finds them informative.</p>	

6.3	<p>26 High Street – Pedestrian Right of Way – The Chairman has been invited to attend a meeting set up by Cllr Dunning with the property owner and the Community Engineer. Negotiating a way past parked cars continues to cause issues to residents. Cllr Evans has also raised the issue of a car parking on the pavement outside the Chinese Takeaway – The Clerk has reported the matter to Police & ESC.</p>	
6.4	<p>Report re Litter Pick held 26th February 2022 (& email re Factory Shop Litter – There was a great turn out for the litter pick with some 32 volunteers – a large pile of rubbish was collected (picture can be seen on PC website). Huge thanks to all involved. Sadly there already seems to be a lot of rubbish back on the verges. It was agreed to hold litter picks on the last Saturday in February and the second Saturday in November each year. Following an email from a resident, The Clerk contacted The Factory Shop re the amount of litter laying around it's forecourt and in its hedges – they have responded to say regular checks will be made.</p>	
6.5	<p>Update re Queen's Platinum Jubilee Celebrations – The event will take place on 5th June 2022 at 3pm – it is free but will be by ticket only - 300 tickets are available from Rita Perry & Rosie Carter. Posters advertising the event will be added to the Website & Noticeboard. Cllr Buxton kindly offered to print 2 large posters. It has been confirmed that the event is fully covered by Public Liability Insurance – more specific queries have been raised with the Insurers & The Clerk awaits a response. Volunteers are being sought to assist with setting up, tables, chairs, gazebos, bunting etc.</p>	
6.6	<p>To agree a date for the Annual Parish Meeting – The Clerk confirmed this meeting must be held in person and before the end of June. After discussion it was agreed to hold the PC AGM in May (preceded by a Finance Meeting) and the Annual Parish Meeting at 6.30pm on 20th June 2022 (ahead of the PC Meeting).</p>	
6.7 6.7.1	<p>Any other matters arising – The Clerk will chase up the replacement pads which were ordered for the Defibrillator.</p>	FB
7	<p>HIGHWAYS ISSUES</p>	
7.1 7.2	<p>VAS Data – data shared – Cllr Buxton has managed to get the SID sign working – Cllr Buxton was thanked for this and encouraged to submit an invoice for the cost of parts used.</p> <p>Update re Highways Matters (inc ANPR project) – An ANPR camera was here for 10 days as part of a trial – it was mounted on the VAS pole as you head out of the village going South. During the 10 days 4388 images were captured of speeding vehicles – more than 1000 were going over 35mph. The Engineer noted that the pole is slightly wobbly – Cllr Fletcher kindly offered to attend to this. Cllr Buxton spoke with the Engineer re the ANPR Project – there are 10 ANPR units and over 100 villages have applied to be on the scheme – therefore it is unlikely we will see a unit in Wrentham very often.</p> <p>Cllr Dunning sent a written update re the traffic survey on Chapel Road – the mean speed was 32mph therefore a 40mph buffer zone from the 60mph limit will not be supported. The Developer will install gateway signage which they hope will assist in calming traffic.</p>	

8	PLANNING	
8.1 & 8.2	DC/22/0435/TCA & DC/22/0791/TCA – The Limes, 56 High Street – 1x Beech – crown reduction & shape by up to 2m – 9x pleached Limes – remedial pruning work - no issues or concerns were raised. The Clerk will advise ESC.	FB
8.3	Chapel Road Development – Road Names – ESC have shared the proposed names from Developers for the site & invite comment from Councillors. After discussion it was agreed that the ‘bird’ names were preferred (with the exception of Dartford). Councillors asked that Wren, Skylark & Barn Owl be considered. The Clerk will advise ESC.	FB
8.4	Any further Planning Applications/Matters – None.	
9	FINANCE	
9.1	Balances at Bank – £34,629.18 - Business Saver Account (WRAC) (Lions donation) - £443.30 - Current Account - £23,628.95 - Business Saver Account (CIL) - £10,556.93 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.	
9.2	Account received from Bus Shelter Cleaner - £55	
9.3	Clerk’s salary inc backpay & Clerk’s expenses of £41.69 (inc mileage & SAGE)	
9.4	HMRC payment – £35.61	
9.5	Invoice from Communicorps – Clerks & Councils Magazine - £36.00	
9.6	Invoice from Benacre Company – allotment rent - £50.00	
9.7	Invoice from Effective Imaging – printing of hi-viz vests for litter pick – paid by The Chairman - £66.36	
9.8	Invoice from The Chairman for litter pick equipment - £13.25	
9.9	Any other accounts received –	
9.9.1	Invoice from Community Action Suffolk – Village Hall Insurance - £1399.58	
	Above payments 9.2 to 9.9.1 were proposed by Cllr Oram & seconded by Cllr Middleditch, All in favour. Cheques were signed by The Chairman & Cllr Hutson.	
9.10	Internal/External Audit – The Clerk has spoken with Mrs Rosie Carter who has confirmed she is happy to undertake the Internal Audit for the PC. The Clerk will progress.	FB
9.11	ONLINE BANKING APPLICATION	
	The Chairman now has access to online banking – The Clerk & Cllr Hutson have requested access and await documentation.	
9.12	Email from Plusnet – increase in cost of VH wifi – The Clerk advised that the cost of wifi for the VH will rise by £2.29 per month from the end of March.	
10	REPORT FROM CLLR ANNETE DUNNING - SCC	
	Updates received via email.	
12	CORRESPONDENCE	
12.1	Email from ESC re Community Governance Review – previously circulated to all – Councillors agreed the current structure works well and they are happy to leave it unchanged. The Clerk will respond to the consultation.	FB

12.3	Quotation received from Mr Trevor Oram for replacement/repainting of posts around War Memorial - £165+VAT – The Chairman proposed acceptance, seconded by Cllr Middleditch, all in favour (1 abstention).	
12.4	Any Further Correspondence – None.	
13	ANY OTHER BUSINESS/MATTERS FOR NEXT AGENDA	
13.1	The Chairman spoke re the PC noticeboard – it is in need of re-varnishing – Mr Oram will provide a quotation.	
13.2	Village Charity – Dr Drane has decided to step down from the Wrentham Parochial Charity after many years of service. The Clerk will add appointment of a successor to the next Agenda.	FB
13.3	Cllr Perry reminded everyone that the first film show for over 2 years is on Saturday – all welcome - this event will be free of charge but voluntary donations will be accepted for a Cancer Charity in memory of Chris Walliker who sadly passed away recently.	
14	DATE OF NEXT MEETING – Monday 25th April 2022 – 7.30pm at the Village Hall – Please note this is one week later than usual due to Bank Holidays.	

There being no further business the meeting closed at 9.31pm