

WRENTHAM PARISH COUNCIL

**Minutes of the Meeting of Wrentham Parish Council
held at The Village Hall on Monday 25th April 2022 at 7:30pm**

Present: **The Chairman** – Cllr Ian Watson
 Councillors – Cllr Mark Buxton, Cllr Fran D’Alcorn, Cllr David Fletcher, Cllr Simon Forder, Cllr Lucinda Hutson, Cllr Roger Middleditch, Cllr Keith Perry, Cllr David Reeves.
 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, especially nice to see Cllr D’Alcorn back at the meeting. As there were no members of public present the meeting was opened.	
2	APOLOGIES FOR ABSENCE	
	Apologies were received and accepted from Cllr Sue Child, Cllr Alison Evans Cllr Lindsay Hanger & Cllr Trevor Oram.	
3	PECUNIARY AND OTHER INTERESTS	
	All as Sole Trustee of Village Hall.	
4	TO APPROVE MINUTES OF THE PC MEETING HELD ON MONDAY 21st MARCH 2022	
	Minutes of PC Meeting held on Monday 21st March 2022, having previously been circulated were proposed as a true record by Cllr Fletcher, this was seconded by Cllr Perry. A copy will be signed by The Chairman.	
5	MATTERS ARISING	
5.1	Update re Coronavirus Covid 19 situation - No issues to raise from within the village, support is ongoing to various individuals. To be removed from future agendas.	FB
5.2	PC Website – to raise any items for amendment/update – To be removed from future Agendas – please raise any issues/suggestions with the Clerk or via PC Meetings.	FB
5.3	26 High Street – Pedestrian Right of Way – The Chairman awaits detail of a meeting set up by Cllr Dunning with the property owner and the Community Engineer. Work appears to have started at the site but the lack of footpath/parked cars continues to cause issues to residents	
5.4	Update re Queen’s Platinum Jubilee Celebrations – The event will take place on 5 th June 2022 at 3pm – it is free but will be by ticket only - 300 tickets are available from Rita Perry & Rosie Carter. It has been confirmed that the event is fully covered by Public Liability Insurance – more specific queries have been raised with the Insurers & communication with CAS is ongoing. The Jubilee Beacon will be passing through the village on 28 th May at 10:55am – Cllr Hutson will seek more detail.	LH
5.5	Any other matters arising – None.	
10	REPORT FROM CLLR NORMAN BROOKS – ESC (BROUGHT FORWARD)	
	Cllr Brooks advised - <ul style="list-style-type: none"> • Rural transport is high on the agenda, especially Demand Responsive Transport (BACT etc). ESC are looking to develop an App. 	

	<ul style="list-style-type: none"> • Work is going well on the new Gull Wing Bridge in Lowestoft. Cllr Buxton asked when Waveney Drive is likely to reopen – Cllr Brooks advised this is likely to be late June/July. The bridge itself is due to open in late 2023. • Work is ongoing to install/improve beach huts on Lowestoft seafront. • The Government are issuing a £150 refund of Council Tax to Band D & below – this should appear in bank accounts in the next few days, those who do not pay via direct debit will be contacted directly. • An enquiry has been made re potential land for bus pull ins in Chapel Road – there are ongoing queries re ownership/use of the land. • A budget is available to support community projects/local groups/good causes – please send through any nominations to Cllr Brooks. • The Chairman said he understands Waveney Norse contract ends shortly – what plans are in place to continue services? Cllr Brooks advised ESC have set up a company to run all services – staff will be retained. • The Chairman has read that recycling centre regulations are changing to reduce charges and improve accessibility. Cllr Brooks advised this is an SCC project. <p><i>Cllr Brooks left meeting.</i></p>	
6	HIGHWAYS ISSUES	
6.1	VAS Data – to be removed from future agendas.	
6.2	Update re Highways Matters (inc ANPR project) – Cllr Buxton spoke re the SID sign – it was working perfectly for 4 weeks but is now not working – Cllr Buxton will contact the manufacturer as although it is out of warranty it has only actually been in working order for approx. 6 weeks.	
7	PLANNING	
7.1	Any further Planning Applications/Matters – The Clerk advised the recent planning application at Marsh Farm (DC/21/4839/FUL) has been refused – detail can be found on the ESC planning portal.	
8	FINANCE	
8.1	Balances at Bank – £32,540.93 - Business Saver Account (WRAC) (Lions donation) - £443.31 - Current Account - £21,540.43 - Business Saver Account (CIL) - £10,557.19 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 she has access to online banking.	
8.2	Account received from Bus Shelter Cleaner - £55	
8.3	Clerk's salary inc backpay & Clerk's expenses of £41.69 (inc mileage & SAGE)	
8.4	HMRC payment – Nil	
8.5	Invoice from SALC for membership - £390.24	
8.6	Any other accounts received –	
8.6.1	Zoom video conferencing renewal has been received (£143.88). The Clerk has set up a Microsoft Teams Meeting group for the PC which can be used for remote meetings should they be required (free of charge), therefore the Zoom subscription will be cancelled.	
	Above payments 8.2 to 8.5 were proposed by Cllr Buxton & seconded by Cllr Forder, All in favour. The Chairman will raise online transactions to be approved by Cllr Hutson.	
8.7	Internal/External Audit – The Clerk will deliver papers to Mrs Rosie Carter who has confirmed she is	

	happy to undertake the Internal Audit for the PC.	FB
8.8	ONLINE BANKING APPLICATION	
	The Chairman & Vice Chairman now have access to online banking – The mandate has been amended to add The Clerk & access should be granted shortly.	
	The Chairman spoke re CIL monies – the PC needs to start considering how to use the CIL monies which will be received from the Chapel Road development – it is anticipated that approx. £30,000 will be received in year one. It was agreed this will be discussed in September – the Clerk will look at how best to engage with residents and ensure their views are captured via surveys/suggestion boxes etc.	FB
9	REPORT FROM CLLR ANNETE DUNNING - SCC	
	No report received.	
11	CORRESPONDENCE	
11.1	Email from Dr Nigel Drane resigning from the Wrentham Parochial Charity – sadly after many years of being Trustee & Chair Nigel has decided to step down to allow him to focus on other projects – The Chairman has thanked him for his support. A Councillor needs to be appointed to the Trustees – they need to be very approachable & discrete – The Chairman will speak with Cllr Hanger to see if it is a role she would be willing to take on.	IW
11.2	Email from ESC re road names for the new Chapel Road development – the views of Councillors expressed at the last PC Meeting have been taken on board and the road names will be Jubilee Way, Skylark Drive, Wren Gardens & Barn Owl Close.	
11.3	Any Further Correspondence – An email was received from ESC re their Community Governance Review – a resident had requested that the number of Councillors on the PC be reduced to 10. The Clerk responded to say that this was discussed at the PC Meeting in March where Councillors agreed the current number works well, any vacancies which arise are filled in a timely manner and therefore there is no need for the existing structure to be changed.	
12	ANY OTHER BUSINESS/MATTERS FOR NEXT AGENDA	
12.1	Cllr Perry has been approached by Mrs Wynn re the Jubilee Planters – she has asked re the budget for these – The Clerk advised it had previously been set at £30 per planter per annum. Following discussion The Chairman proposed this be raised to £50 per jubilee planter per annum for those who wish to claim & that £50 can also be claimed for the planting at the Village Hall, seconded by Cllr Hutson, all in favour. Cllr Perry will update Mrs Wynn & The Clerk will make others who tend to planters aware.	KP/FB
12.2	Cllr Forder confirmed work has been completed on the area around the War Memorial – Cllr Oram will submit an invoice for payment.	
13	DATE OF NEXT MEETING – Monday 23rd May 2022 at 7:30pm preceded by a Finance Committee Meeting at 6:30pm.	

There being no further business the meeting closed at 8.47pm