

WRENTHAM PARISH COUNCIL

**Minutes of the Meeting of Wrentham Parish Council
held at The Village Hall on Monday 18th March 2024 at 7:30pm**

Present: **The Vice Chairman** – Cllr Lucinda Hutson
Councillors – Cllr Mark Buxton, Cllr Sue Child, Cllr David Fletcher, Cllr Simon Forder, Cllr Lindsay Hanger, Cllr Keith Perry, Cllr Paul Wren
The Clerk – Mrs Frances Bullard
Suffolk County Council – Not present
East Suffolk Council – Cllr Paul Ashton
Members of Public – None

		ACTION
	The meeting opened with a minute's silence for former Parish Clerk Angela Day & former Councillor Fran D'Alcorn who have both sadly passed away.	
1	OPEN FORUM	
	As there were no members of public present no open forum was held.	
2	APOLOGIES FOR ABSENCE	
	Apologies for absence were received and accepted from Cllr Alison Evans, Cllr Roger Middleditch & Cllr Ian Watson.	
3	PECUNIARY AND OTHER INTERESTS	
	All as Sole Trustee of Village Hall.	
4	TO APPROVE THE MINUTES OF THE PC MEETING HELD ON MONDAY 19th FEBRUARY 2024	
	The minutes of the Parish Council Meeting held on 19 th February 2024, having previously been circulated, were proposed as a true record by Cllr Fletcher & seconded by Cllr Forder - All in favour – The Vice Chairman signed a copy.	
5	MATTERS ARISING	
5.1	26 High Street – Plans for the pavement area in front of 26 High Street have been received from Cllr Dunning – these were shared with all. The Clerk will query with Cllr Dunning who will be responsible for maintenance of the flower bed & that the kerbs will be dropped where the footpath crosses the entrances to Palmers Lane & 26 High Street. There has been no update regarding the provision of a bin store.	FB
5.2	Maintenance Work at Wrentham Old Cemetery –The Chairman will liaise with Mrs Rosie Carter, Cllr Ashton, & Cllr Hutson to visit the area and establish which paths need cutting. Carried.	IW
5.3	Bonsey Gardens Playpark refurbishment – The ESC Consultation has now ended and an update is awaited.	
5.4	Jubilee Planters – The Clerk has not received any response to the posters seeking volunteers to help maintain the planters. The Clerk has included a request for help from the allotment holders when writing to them about this year's rent.	
5.5	Discussion re CIL spending – to include Village Sign – The village sign needs replacing and the flag pole needs to be relocated. The Clerk will try and obtain quotes for a replacement sign. The Clerk advised that there could be potential clawback of £1763 of CIL monies if it is not used or earmarked for a future project. Cllr Hutson proposed this money be earmarked to go towards the village sign replacement, seconded by Cllr Buxton, All in favour.	FB

5.6	St Nicholas Church – project to renovate bells/heating – CIL update – Cllr Child has set up a bell ringing hub at Reydon and has 40+ attendees. The bells at St Nicholas are very historic. Cllr Child has discussed renovation of the bells with Dr Drane, Cllr Evans and Cllr Hanger. The wooden framework around the bells is currently unsound. Cllr Child has arranged for experts to attend and review the condition of the bells. There have been offers of donations of ropes/wood etc. Cllr Child will report back once more is known re the potential cost implications. The heating system at the church is very complex, the gas boiler house has been condemned, in order to install an electric heating system the electrics would need to be upgraded. The Clerk continues to explore whether CIL monies could be used to support these projects.	
5.7	Update from Litter Pick held 24th February 2024 – The litter pick was very successful and attended by 23 volunteers – thanks were expressed for their support. The next litter pick will take place in November.	
5.8	Any other Matters Arising – None.	
6	REPORT FROM CLLR ANNETTE DUNNING – SCC	
	Cllr Dunning has provided a written report which The Clerk has circulated to all.	
7	REPORT FROM CLLR PAUL ASHTON (ESC) –	
	<ul style="list-style-type: none"> Gull Wing Bridge is now in place. ESC Budget for 2024/25 has now been agreed. A grant of £2000 has been approved from the Enabling Communities Budget to help fund the drain work at the Village Hall. The Clerk will complete the necessary paperwork. Cllr Wren spoke re the blocked drain on Locks Lane – ESC need to clear the road surface before SCC will clear the drain. Cllr Wren will forward emails giving more detail to Cllr Ashton. 	FB PW
8	HIGHWAYS ISSUES	
8.1	<p>UPDATES RE SID/VAS SIGNS/REPLACEMENT POLES</p> <p>Cllr Buxton & Cllr Forder installed the new solar powered VAS signs today – 1 on London Road and 1 on Southwold Road. There are some trees/hedges that will require trimming – these are the conifers at the Football ground and a hedge on Southwold Road. The Clerk will try to make contact with the occupants of Gate Lodge, 88a Southwold Road. Thanks were expressed to Cllr Buxton & Cllr Forder for their time on this.</p> <p>Cllr Buxton spoke re the older VAS signs – the batteries are now obsolete and need replacing/upgrading – last year £206 was quoted to replace each battery and charger. Cllr Buxton proposed that up to £500 be allocated to replace the batteries, seconded by Cllr Hanger, All in favour. Cllr Buxton will progress.</p> <p>Cllr Buxton said at some point in the future we may want to add further solar panels. The Clerk will add this to the list of CIL spending suggestions.</p>	FB MB FB
8.2	ANY OTHER HIGHWAYS MATTERS No issues raised.	
9	FLOODING	
9.1	<p>The Chairman previously agreed to co-ordinate a working party to tackle the Himalayan Balsam. The Clerk will seek an update from Cllr Dunning how Himalayan Balsam is cleared from the river in Halesworth.</p> <p>The Clerk has sought an update from the Environment Agency re the de-silting work & awaits a response.</p>	IW FB

	Church Corner – ditches have been dug and any excess water diverted. Cllr Forder advised the ditches also need clearing further along Falcon Inn Road.	
9.2	Emergency Plan – The Chairman is progressing.	
10	PLANNING	
10.1	Any further Planning Applications/Matters – None.	
11	FINANCE	
11.1	Balances at Bank – £55,694.20 - Business Saver Account (WRAC) - £1.01 - Current Account - £22,898.41 - Business Saver Account (CIL) - £32,794.78 The Clerk confirmed SAGE balances with Bank Statements.	
11.2	Account received from Bus Shelter Cleaner - £55.00	
11.3	Clerk's salary & expenses of £190.14	
11.4	Quarterly HMRC payment – £86.20	
11.5	Invoice – Litter Pick Supplies – Ian Watson - £24.24	
11.6	Invoice – Allotment Clearance – Trevor Oram - £216.00	
11.7	Invoice – Village Website – Sally Walker - £54.10	
11.8	Invoice – Clerks & Councils Subscription - £46.50	
11.9	Invoice - Defib Pads - Community Heartbeat - £68.34	
11.10	Village Hall Insurance Renewal - £1318.77	
11.11	Any other accounts received –	
11.11.1	Invoice – Repair to Rev'd Bonsey Memorial – David Fletcher - £54.42 – David asked that his expenses be donated to St Nicolas Church.	
	Above payments 11.2 to 11.11.1 were proposed by The Vice Chairman & seconded by Cllr Buxton, All in favour. Online payments have been raised by The Clerk and will be approved by Vice Chairman.	LH
11.6	INTERNAL AUDIT 2023/24 The Clerk has spoken with Mrs Rosie Carter who is willing to undertake the Internal Audit of the PC's accounts – it was agreed to hold a Finance Committee Meeting ahead of the May PC Meeting to review the audit papers. The Clerk will arrange.	FB
12	CORRESPONDENCE	
12.1	Email from Cllr Watson re a memorial for former Parish Clerk Angela Day – when the time is right Cllr Perry will discuss with Mike Day and bring suggestions back to the PC.	KP
12.2	Email from ESC re Annual CIL Report – The Clerk will complete this year's report and make an adjustment to remove bank interest from the figures as this should not be included on the CIL report.	FB
12.3	Any further correspondence – None.	
13	ANY OTHER BUSINESS/MATTERS FOR NEXT MONTHS AGENDA	
13.1	Cllr Wren spoke re the PC noticeboard – this has sustained water damage. Cllr Fletcher kindly offered to take a look at this.	
13.2	Cllr Perry spoke re the Chapel Road development – he asked <ul style="list-style-type: none"> - who will maintain the balancing pond and surrounding grassland - whether the bund will remain at its current height - whether all roads will be adopted The Clerk will make contact with Cripps Developments for clarification.	FB
13.3	Cllr Forder spoke re the allotments – could a higher boundary fence be installed to prevent Muntjack from damaging crops? The Clerk will add to list of CIL spending suggestions. The Clerk said it appears only half of the overgrown plot has been cleared – there appears to have been a miscommunication re the size of the plot and Trevor Oram has cleared the area he was shown. Cllr Forder proposed that	FB

	Trevor Oram be contacted to clear the rest of the plot, seconded by Cllr Buxton, All in favour – The Clerk will progress. There is still one overgrown allotment – The Clerk has spoken with the licence holder who has assured her he will bring the plot up to the required standard – The Clerk will chase this.	FB FB
14	DATE OF NEXT MEETING - Monday 15th April 2024 – 7:30pm – preceded by the Annual Parish Meeting at 6:30pm.	

There being no further business the meeting closed at 9.15pm

DRAFT