

WRENTHAM PARISH COUNCIL

**Minutes of the Meeting of Wrentham Parish Council
held at The Village Hall on Monday 21st October 2024 at 7:30pm**

Present: **The Chairman** – Ian Watson
Councillors – Cllr Mark Buxton, Cllr Sue Child, Cllr Simon Forder, Cllr Lindsay Hanger, Cllr Lucinda Hutson, Cllr Roger Middleditch, Cllr Keith Perry, Cllr Paul Wren.
The Clerk – Mrs Frances Bullard (via video conferencing)
Suffolk County Council – not present
East Suffolk Council – Cllr Paul Ashton
Members of Public – Two present

		ACTION
1	OPEN FORUM	
	Mr Thummel spoke re hedge at Moat Farm, West End – roadside vegetation was cut back to allow access when the moat was dredged & widened – a hedge, consisting of native plants, was later planted and it has since come to light that a licence should have been applied for. Mr Thummel is seeking Parish Council support for the licence application. SCC are in favour of the hedge, to a maximum of 1.5m high, remaining. An Ecology Survey has been undertaken and they are happy with findings. The Chairman thanked Mr Thummel for his input and advised the matter would be discussed later in the meeting.	
2	APOLOGIES FOR ABSENC/E	
	Apologies were received and accepted from Cllr Alison Evans & Cllr David Fletcher.	
3	PECUNIARY AND OTHER INTERESTS	
	All as Sole Trustee of Village Hall. Cllr Buxton – item 12.6. Cllr Hanger – Matter to raise under item 15 as St Nicholas Church Warden.	
4	TO APPROVE THE MINUTES OF THE PC MEETING HELD ON MONDAY 16th September 2024	
	The minutes of the Parish Council Meeting held on 16 th September 2024, having previously been circulated, were proposed as a true record by Cllr Hutson & seconded by Cllr Buxton - All in favour – The Chairman will sign a copy.	
5	APPLICATION FOR CO-OPTION FROM SARAH HANCOCK	
	<i>Meeting suspended to allow Sarah to speak.</i> Sarah introduced herself and outlined reasons for wishing to become a Parish Councillor. As HR Director at Sizewell, Sarah will declare an interest and withdraw from decisions on any related matters. <i>Sarah left the room & the meeting was reconvened.</i> The application, having previously shared with all Councillors, was discussed. The Chairman proposed Sarah be co-opted, seconded by Cllr Middleditch, All in favour. <i>Sarah rejoined the meeting.</i> Acceptance of Office form was signed by Sarah and witnessed by The Clerk. The Clerk will notify ESC of Sarah's co-option.	FB
6	MATTERS ARISING	
6.1	26 High Street – Cllr Ashton is working on a plan re collection of bins from Palmers Lane. As there are no other matters outstanding this item will be removed from the Agenda.	FB
6.2	Maintenance Work at Wrentham Old Cemetery – Cllr Ashton will send through some suggested dates for a local working party in conjunction with East Suffolk Services.	

6.3	Bonsey Gardens Play Park Refurbishment – The Clerk updated ESC re the Parish Council’s decision to allocate £20,000 from CIL funds to the project, subject to final approval once plans are received. Nothing further has been heard.	
6.4	Discussion re CIL spending – The Clerk has received draft designs for the new village sign, these have been shared with all. The designs were discussed. A vote was taken and Option 1 was preferred but in the style of the Sizewell sign. The Clerk will query materials, pricing & guarantee. The Clerk will add a column to the CIL spreadsheet showing funds already earmarked and circulate to all.	FB FB
6.5	Event to commemorate the 80th Anniversary of VE Day – Cllr Hutson advised this will be held on 10 th May 2025 – it will be similar to the Platinum Jubilee event. The Chairman proposed a placeholder in next years budget of £1800, seconded by Cllr Child, All in favour.	
6.6	Drumhead Service to commemorate VJ Day – Cllr Hutson advised this will be held on 17 th August 2025 – no funding is required.	
6.7	Sizewell C Community Fund – Bids will be considered if an impact from Sizewell C can be demonstrated. A discussion took place re possible projects this funding could be applied to, ie increased demand on local services, increased traffic etc. The funding will be available for the duration of the SZC build & will be kept in mind when considering any future projects, ie VAS, play area etc.	
6.8	Any other Matters Arising – None.	
7	REPORT FROM CLLR ANNETTE DUNNING (SCC)	
	Written report previously circulated to all.	
8	REPORT FROM CLLR PAUL ASHTON (ESC)	
	Cllr Ashton advised – Potters Bridge – the road has recently been flooded again. The problem arises following rain, if the outfall pipe is blocked then water cannot flow away to the sea. Regular clearance is required to keep the outfall pipe clear. The Environment Agency agreed last February that the outfall would be cleared when water levels reach 1.5m. The landowner denied the Environment Agency access and this resulted in a High Court Order which granted access for 3 months (this has now lapsed). The landowner applied for a licence to do the work themselves – this was granted by the Environment Agency who now say it is the responsibility of the landowner to keep the outfall clear. Our MP, Jenny Riddell-Carpenter, is now involved & has visited the landowner. Cllr Hancock said, having read the press release from the Environment Agency it seems as if they are moving towards withdrawing completely. Cllr Forder said if Potters Bridge is allowed to flood then it will impact on Wrentham further upstream. Cllr Ashton will explore where Wrentham sits in relation to sea level. Cllr Ashton has a site visit planned for 4 th November 2024 to try and seek resolution.	

9	HIGHWAYS ISSUES	
9.1	<p>UPDATES RE SID/VAS SIGNS/REPLACEMENT POLES Cllr Buxton advised the new Elancity sign is working well. We now have a total of 5 signs. Cllr Buxton has replacement batteries for the 'old' Westcotec signs.</p> <p>ANPR was in the village recently – unfortunately due to volume of traffic the battery only lasted for 4½ days – The Clerk will make Cllr Dunning aware and request a copy of the data.</p> <p>The Clerk & Cllr Buxton received a request to share VAS experience with Hulver Parish Council – Cllr Buxton was thanked for his comprehensive response.</p> <p>Cllr Forder would like to see another VAS sign on Southwold Road – Community Speedwatch see vehicles doing 50mph+ in early mornings. Cllr Buxton has walked around the village but could not identify a further suitable site on Southwold Road.</p> <p>The Chairman suggested using VAS on Church Corner – vehicles travelling at speed make it very difficult when exiting Falcon Inn Road. Unfortunately VAS could not be considered as the speed limit is 60mph – a TRO would be required to change the speed limit and when this was previously explored Highways had no appetite to change it.</p>	FB
9.2	Any Other Highways Matters –	
9.2.1	Entrance Signs at Northern end of Village – The Chairman & Cllr Hutson will propose some new dates to meet with Highways. Carried.	IW/LH
9.2.2	Signage in layby on High Street – Cllr Wren advised that, having spoken to East Suffolk Services, parking restrictions cannot currently be enforced as there is a sign missing. Cllr Ashton will look into this & query why East Suffolk Services have not reported the missing signage.	
9.2.3	Layby on Southwold Road – Cllr Wren has been approached by residents of houses near The Rectory saying they have difficulty when exiting their properties due to vehicles parked in the layby. They have suggested double yellow lines at the end of the layby but this would require a TRO. The Chairman said the Parish Council would be reluctant to impose parking restrictions when the village is so short of parking.	
10	FLOODING MATTERS	
10.1	River Wren – desilting etc – Despite chase ups, The Clerk has still not received any update from the Environment Agency. Cllr Ashton will raise this with Jenny Riddell-Carpenter MP. Cllr Hancock suggested this also be escalated to Phil Duffy, the Environment Agency CEO. The Clerk will progress.	FB IW
10.2	Emergency Plan – ongoing.	
11	PLANNING	
11.1	DC/24/3419/FUL – 56 Southwold Road – Extensions to existing dwelling Plans were shared and discussed. This application is for a large reconstruction from the existing bungalow to a house. The Chairman proposed that there be no material objections but consideration needs to be given to parking for contractors etc during construction work to minimise the impact on the neighbours and access to the neighbouring Doctors Surgery, seconded by Cllr Buxton, All in favour. The Clerk will update ESC.	FB
11.2	DC/24/3669/TCA – 4 Eagle Court – Re-Pollard 3x Lime Trees Plans were shared and discussed – there were no objections – The Clerk will update ESC.	FB
11.3	Any further Planning Applications/Matters – None.	

12	FINANCE	
12.1	Total Balances at Bank – £95,931.19 – which comprise of: Business Saver Account (WRAC) - £1.01 - Current Account - £45,320.97 - Business Saver Account (CIL) - £50,609.21. The Clerk confirmed SAGE balances with Bank Statements & that she will move CIL interest of £187.71 to the Current Account.	
12.2	Account received from Bus Shelter Cleaner - £55.00	
12.3	Clerk's salary	
12.4	Quarterly HMRC payment – £111.80	
12.5	Invoice from PKF Littlejohn for External Audit - £252.00 – The Clerk advised that there were no matters raised by the Auditors.	
12.6	Any other accounts received – Cllr Buxton – VAS supplies - £175.19	
	Above payments 12.2 to 12.6 were proposed by The Chairman & seconded by Cllr Forder, All in favour. Online payments have been raised and will be approved by the Chairman/Vice Chairman.	IW/LH
12.7	Village Christmas Tree – Cllr Middleditch will progress.	
13	UPDATE FROM CLERK'S ANNUAL APPRAISAL	
	The Clerk left the meeting. Cllr Hutson gave an update. The Clerk returned and was thanked for her ongoing support to the Council.	
14	CORRESPONDENCE	
14.1	Email from Mr & Mrs Thummel – Retrospective Planting & Cultivation Licence for hedge on verge outside Moat Farm, West End – The Chairman gave an overview – the Deeds for the property show ownership of land up to the road, Highways appear to have no issues with the hedge, the licence will include conditions governing the height & width of the hedge. The Chairman proposed the Parish Council support this application, seconded by Cllr Buxton, all in favour. The Clerk will update Mr & Mrs Thummel.	FB
14.2	Any Further Correspondence –	
14.2.1	Email from Dr Nigel Drane advising he is standing down as Chairman of the Village Hall Management Committee. The Chairman has written to Nigel thanking him for all his hard work a vote of thanks was expressed by all. Fiona Anderson is taking on the role of Chair and Nigel will stay on the committee to support her.	
14.2.2	Email seeking assistance from Wrentham Charity – The Clerk has passed this over to Cllr Hanger who will make contact.	
15	ANY OTHER BUSINESS/MATTERS FOR NEXT MONTHS AGENDA	
15.1	Cllr Hanger spoke re St Nicholas Church – a report from the Church Architect has highlighted a health & safety issue caused by loose masonry on the West Tower. This impacts on the footpath from the new Cemetery car park to the Church. It also means the only lockable door to the Church is out of use. A full structural survey would cost £25,000. The suggestion is that scaffolding be erected to allow a 3m canopy/net to be installed to catch any falling masonry. Quotations have been obtained between £4600 & £8300 to rent the scaffolding for 3 years. Quotations to purchase scaffolding are £12,000-17,000. Consideration is being given to installing a lock on the front door and making this the only point of access. Cllr Hanger will share the reports with all. Cllr Child suggested other churches are approached who have had similar issues to learn how they overcame the issues. Dr Drane is looking at grants. The Clerk will add to next agenda.	FB
16	DATE OF NEXT MEETING – due to holidays it was agreed to move this forward to Monday 11th October 2024 – 7:30pm – preceded by a Finance Committee Meeting at 6:30pm.	

There being no further business the meeting closed at 9:48pm