



# Wickham Skeith Parish Council

## **MINUTES of PARISH COUNCIL MEETING (AGM)** held **MONDAY, 13 MAY 2013** at **WICKHAM SKEITH VILLAGE HALL**

Present: N Merriam (Chairman), B Kemp, B Bloor, H Bowes, M Appleby, K Knights, D Erett, T Goodacre (Clerk), Cllr Stringer (MSDC and SCC) and 13 members of the public

Apologies: Noted from Suffolk Police

1. Election of Chairman: The Clerk opened the meeting inviting nominations from Councillors for the position of Chairman. Cllr Kemp proposed Cllr Merriam, seconded by Cllr Knights. Cllr Merriam accepted the position of Chairman and signed the Acceptance of Office.
2. Election of Officers: The Chair invited nominations for the position of Vice-Chair. Cllr Kemp proposed Cllr Appleby, seconded by Cllr Bowes. Cllr Appleby accepted the position of Vice-Chair. For the position of Treasurer, Cllr Appleby proposed Cllr Kemp, seconded by Cllr Bloor. Cllr Kemp accepted the position of Treasurer.
3. Chairman's Welcome: The Chair opened the AGM, which followed on from the Annual Parish Meeting.
4. Declaration of Interest: The Chair declared a Personal Interest in Item 8.2.
5. Minutes of Meeting held 11 March 2013: The Minutes were approved by all Councillors and signed by the Chairman.
6. Reports:
  - 6.1. Treasurer's Report: Cllr Kemp presented the Treasurer's Annual Report, together with the end of year Accounts and Accounts as at 31 March 2013 which showed a balance of £1,937.94.
    - 6.1.1 2012/13 Annual Return: All Councillors were in agreement to approve the end of year Accounts for adoption. The Annual Return will be passed to R Bassett who has kindly agreed to carry out the Internal Audit.
    - 6.1.2 Annual Governance Statement: All Councillors were in agreement to adopt the proposed Statement.
    - 6.1.3 The following invoices were approved for payment:

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| MSDC: Emptying of Litter Bins (3 bins @ £15) + VAT | £54.00  |
| SALC: Subscriptions                                | £166.00 |
| Village Hall Hire (March)                          | £20.00  |
  - 6.2. SCC: Annual Report presented by Cllr Stringer
    - 0% Council Tax Increase Agreed: SCC agreed not to increase its share of Council Tax this upcoming financial year.
    - Cabinet Agree Schools Decision: SCC agreed the review of Stowmarket/Stowupland pyramids under the Schools Organisational Review Programme, thus protecting move to close Bacton Community Middle Schhol and extend the Primary/High School terms by two year groups.
    - Better Broadband: SCC backed project to deliver better broadband for Suffolk, securing Government backing for the £41.7 million fibre optic backbone.
    - Suffolk Highways: SCC put out to tender the entire Highways Service with recommendation to contract a joint venture between May Gurney Ltd and WSP UK Ltd (MGWSP).
    - Review of County Farms: SCC owns and rents out 12,800 acres of farmland, 170 acres of ancient woodland, 85 farms with buildings/houses, with a total of 97 tenant farmers making use of this resource. Now actively promoting the land by allowing any potential tenant to express an interest in any part of a holding.
  - 6.3. MSDC: Annual Report presented by Cllr Stringer
    - Suffolk Flame Festival: MSDC Communities Team organised a Flame Celebration on 24 August 2012 at Needham Lake to mark the Paralympic Flame travelling to Suffolk before the start of The Games.
    - Suffolk Hedgerow Survey: December 2012 saw the publication of the Suffolk Hedgerow Survey Report; the culmination of 12 years of work undertaken by over 2000 volunteers working in 317 parishes. The data is currently being digitised by the Suffolk Biological Records Centre and will be a valuable resource for farmers, planners and conservationists.
    - Community Funding Roadshows: Provided a new approach to sharing information on how to attract external funding to community groups.
    - Clean Britain Awards: Run by the Chartered Institution of Waste Management and the British Cleaning Council, each authority area receives an unannounced anonymous inspection, awarding between 1-5 stars (5 being the highest). In 2012 Mid Suffolk and Babergh had a joint entry and retained a 5 star status.

- Textiles Recycling Scheme: Introduced across Suffolk last Summer where clothing/textiles are collected with recycled bin collections. So far 400 tonnes of textiles have been collected/recycled across Suffolk.
- Integration: Mid Suffolk/Babergh integration is well underway and savings are being made. Management staff have been reduced by 50% and by Summer all new teams will be in place.
- Mid Suffolk Website: New website went live in 2012 <http://midsuffolk.gov.uk>. Once the integration of the two councils is complete, the aim will be to progress to one site.
- Tenant Involvement: A senior Tenant Involvement Officer has been appointed, establishing a new governance structure.

6.4. Suffolk Police: Report received and read by the Clerk

- Reported Crimes: During the year there have two reported crimes in the parish; one criminal damage and one burglary.
- During 2012/13 the Debenham office relocated to a purpose built room at the fire station.
- Mr Douglas Paxton is now Chief Constable and Mr Tim Passmore is the new PCC.
- Community Priority Setting Meeting: The next meeting is on 1 July 2013 at 7.00 pm at The Black Horse Public House, Thorndon – all welcome.

6.5. Parish Clerk

- The two signs for Kitchen Close have now been erected by MSDC.

6.6. Parish Councillors

- Cllr Appleby, in her role as Tree Warden, will be looking out for Ash trees affected by Chalara Fraxinea and asked to be notified should anyone believe they notice this disease.

7. Correspondence Received:

7.1. Flood Risk: SCC is requesting support regarding risk of flooding. Information is included in Circulation File and will form part of Emergency Plan review (see Item 7.2).

7.2. Emergency Plan: MSDC is requesting for a review. Cllrs Appleby and Erett, together with the Clerk will carry out an initial review and circulate a revised copy to Councillors prior to submission.

7.3. Rights of Way Annual Surface Programme: Schedule received which is funded to undertake two cuts per season (Schedule included in Circulation File).

All other correspondence dealt with during Agenda or included in Circulation File.

8. Planning Matters:

8.1. Application No 0943/13: Sarah's Folly, Grange Road – New single storey garden room to existing dwelling. No comments/observations were raised by Councillors.

8.2. Application No 0948/13: Hazelwood, The Street – Demolish existing cottage and erect new detached 4 bed bungalow with integral garage, plus two double garages to rear. Submissions of concern were received from local residents and presented by Councillors. Following discussion, it was agreed to object to the application and submit concerns raised to MSDC.

9. Matters for next Agenda and Any Other Business: Jubilee Oak, Village Signs, Footpaths.

10. Next Meeting: 8 July 2013

Meeting closed at 9.20 pm

Signed: .....  
Chairman

Date: .....