



# Wickham Skeith Parish Council

## MINUTES of PARISH COUNCIL MEETING held **MONDAY, 10 MARCH 2014** at **WICKHAM SKEITH VILLAGE HALL**

Present: Cllrs N Merriam (Chairman), B Bloor, H Bowes, B Kemp, K Knights, M Appleby, T Goodacre (Clerk), Cllr Stringer (part of (MSDC and SCC)) and 8 members of the public

Apologies: Received from Cllr Erett, noted for Suffolk Police

1. Chairman's Welcome: The Chairman opened the meeting, welcoming everyone in attendance.
2. Declaration of Interest: Both the Chair and Cllr Bloor declared an interest in Item 8.1.
3. Minutes of Meeting held 13 January 2014: The Minutes were approved by all Councillors and signed by the Chairman.
4. Village Forum:
  - Pot Holes: The pot hole outside No 1 Kitchen Close was again raised, together with those along the Wickham Road towards Thornham and on Cotton Lane. The Clerk advised that these had been reported to SCC Highways and would be raised with Cllr Stringer (see Item 5.1).
  - Cllr Appleby advised of the pothole website: [http://www.potholes.co.uk/claims/how\\_to\\_claim](http://www.potholes.co.uk/claims/how_to_claim).
5. Reports:
  - 5.1. SCC: Cllr Stringer
    - Highway Issues: The performance of Kier May Gurney Contractors is currently being reviewed and Cllr Stringer requested details of any outstanding potholes. Clerk to advise of potholes raised during the Village Forum.
    - Broadband Update: Two major issues as some areas not included in commercial upgrade or publicly funded intervention area. New procurement process will now address; public consultation in Spring, new contract being signed in Summer with work commencing before end of 2014.
    - 20 mph Zones: Cabinet Meeting has finally approved criteria outlining how communities can take forward 20 mph zones.
    - Stoke Ash Primary School: Closure orders have been published and SCC programming official closure. SCC OFSTED inspection of own education service rated internal service as "ineffective".
    - Cllr Stringer was questioned regarding No 5 Kitchen Close as it has been vacant since Christmas.
    - Litter Pick: Cllr Stringer will kindly organise the village litter pick for Saturday, 5 April at 10.00 – all welcome.
  - 5.2. MSDC: Cllr Stringer
    - Budget Setting: MSDC has set 2014/15 budget and did not take government's freeze grant - Council Tax will rise by a maximum of 5p per week for a Band D property (less than inflation and the first increase in 4 years) - Council Housing Rents to be increased by 5% on average - Sheltered Housing Communal Charges up by 11.63% - Heating and Utility Charges in Sheltered Housing increase by 7.5% - Each Councillor's voting decision was recorded as "statutory instrument" - None of last year's budget for Community Projects (£200,000) has not been allocated as criteria for bidding has only just been set.
    - Planning Service: There have been a number of reviews but with current changes in government funding, MSDC has set up groups to make Planning Service as future proof as possible.
    - New Tourism Website: Heart of Suffolk Holiday Guide now available at [www.heartofsuffolk.co.uk](http://www.heartofsuffolk.co.uk) showcasing what MSDC and Babergh have to offer visitors to the area.
  - 5.3. Suffolk Police: (report received and read by Clerk)
    - Reported Crimes: There have been no crimes in the parish since last report, however, there have been Catalytic Converter thefts in the area, thefts from oil tanks and a series of house burglaries.
    - Free Cat Marking is being offered at Lamberts Service Station, Bacton on Saturday, 22 March between 9.00 am – 12 noon.
    - Community Priority Setting Meeting: The next meeting is on 7 April 2014 at Wyverstone Village Hall at 7.00 pm – all welcome.
    - Paws On Patrol: Scheme for dog owners will be launched at Needham Market Lakes on 23 March 2014 between 10.00 am – 2.00 pm with agility and fly ball demo, free micro-chipping, behavioural and training advice available.

## 5.4. Parish Clerk:

- Minute Book: A new Minute Book has now been purchased/received (see Item 7.4).
- Village Green – Grass Cutting: M Downard has confirmed that the cost of grass cutting for 2014 will remain as previous (£600.00 inc VAT), however, for 2015 there will be an increase to £620.00 inc VAT.

## 5.5. Parish Councillors:

- Cllr Appleby advised that the toads are on the move and the Toad Patrol was in action.
- Cllr Appleby questioned whether anyone knew who was responsible for the Grimmer being dug out. It was generally felt that fishermen may have been responsible.
- Cllr Knights gave an update on Stoke Ash School: Consultation ran from 09.12.13-31.01.14. New statutory guidance has affected the dates for next stages and, as no Cabinet Meeting in May, decision will be made at meeting on 10.06.14 (statutory proposal notices will be published 21.03.13 and will run until 18.04.14).

## 6. Correspondence Received:

- Mendlesham Neighbourhood Plan: The Parish Clerk for Mendlesham has enquired if there would be interest in a presentation about their neighbourhood plan project which is now in its second year. The Clerk expressed an interest and will liaise with Mendlesham's Parish Clerk.
- Open Space Provision and Needs Assessment and Indoor Community Facilities Assessment: MSDC are currently assessing information on open spaces, sport and recreation facilities. The Clerk has completed questionnaires on both assessments which were returned at the end of February.
- All other correspondence included in Agenda items or in Circulation File.

## 7. Finance:

- 7.1. The accounts as at 28 February 2014 were presented by Cllr Kemp and showed a balance of £2,873.15.
- 7.2. Internal Accounts Audit and Control Review 2013/14. The Treasurer completed review, which was circulated to Councillors prior to meeting, and proposed its acceptance which was agreed by all Councillors. Review signed by Treasurer and the Clerk.
- 7.3. R Bassett has kindly agreed to continue as Internal Auditor for 2013/14.
- 7.4. The following invoices were agreed for payment:
- |                                        |                 |
|----------------------------------------|-----------------|
| • M Downard – Grass Cutting            | £600.00 inc VAT |
| • Shaw & Sons (Minute Book)            | £134.72 inc VAT |
| • Village Hall Hire (Nov/Jan meetings) | £40.00          |
| • Clerk's Expenses                     | £51.00          |
- 7.5. It was noted that the Care Group had deposited £50.00 into the Parish Council accounts.

## 1. Planning Matters:

1. Application No 0576/14: Homeleigh, The Broadway – Erection of 3 bay cart lodge (to be used as garage, workshop with home office above. It was agreed that the Clerk would submit support for this application.
2. Application No 3654/13: Sarah's Folly, Grange Road – Permission has been granted for the erection of single storey garden room.
3. Application No 3/14:0015: Homeleigh, The Broadway – Permission has been granted for Tree Works.

2. Village Signs: Cllr Stringer advised that John Simpson had visited Wickham Skeith to review signage. It appears that salt is rotting the signs, which would therefore need replacing.

3. Emergency Plan: An update was not available in the absence of Cllr Erett and it was agreed that Cllr Appleby and the Clerk would meet to forward the review.

4. Matters for next Agenda and Any Other Business: Emergency Plan, Annual Governance Statement, 2013/14 Annual Return.

5. Next Meeting: 12 May 2014 (to include Annual Parish Meeting and Parish Council AGM)

Meeting closed at 9.02 pm

Signed: .....

Chairman

Date: .....