



Wickham Skeith Parish Council

MINUTES of PARISH COUNCIL MEETING (AGM) held MONDAY, 10 JULY 2017 at WICKHAM SKEITH VILLAGE HALL

Present: Cllrs P Wright, N Merriam, B Kemp, K Knights, M Blair, T Goodacre (Clerk), Cllr Stringer (MSDC and SCC), and 8 members of the public

Apologies: Noted from Cllr H Bowes

1. Chair's Welcome: The Chair opened the meeting, welcoming everyone in attendance.
2. Declaration of Interest: None received.
3. Minutes of Meeting held 8 May 2017: The Minutes were approved by all Councillors and signed by the Chair.
4. Village Forum:
 - 4.1. Community Orchard: M Appleby (Tree Warden) advised of possible funding for community orchards via University of East Anglia. All councillors gave full support for M Appleby to conduct survey and put forward proposals (further details to be included in newsletter).
 - 4.2. Homeleigh: The condition/timescale of development at Homeleigh was raised. It was noted that, although in prominent view of village green, the development is being carried out to planning regulations and the Parish Council have no influence in timescale of development.
 - 4.3. Parking: The amount of vehicles parking on roads within the village was raised, especially those along Grange Road. Residents were advised that this issue has previously been raised with Highways (including condition of road along Grange Road) with no action taken. It was also noted that these vehicles are not illegally parked.
 - 4.4. Water Leak: Following the field fire along Grange Road, it was reported that the water is still dripping from where fire engine extracted water – Clerk to report to Essex and Suffolk Water (Technician resolved 12.07.17).
5. Reports:
 - 5.1. Cllr Stringer (SCC)
 - Highways Budget: Consistently underspent Highways Budget now being brought into account with figure at £1.7M. Behind figures, huge numbers of jobs have still not been actioned. Team now in place to ensure jobs actioned and money spent as originally intended (cost of Team covered by raising Highways Budget by £800,000).
 - Chief Executive: Deborah Cadman, Chief Executive, is now taking position with West Midlands Combined Authority.
 - Volunteer Policy: SCC Volunteer Policy now agreed, giving clarity to SCC staff, as well as residents, wishing to volunteer in SCC enterprises - SCC staff can be paid 2 days/year whilst volunteering, on top of encouraging flexible working arrangements.
 - 5.2. Cllr Stringer (MSDC)
 - Mid Suffolk Charges for Planning Pre-Application Advice: MSDC now charge for advice before planning application submissions (in line with other councils), with sliding scale of charges depending on nature of application.
 - Local Plan: MSDC getting closer to public consultation on new Local Plan, allocating housing sites for next 20 years (small villages may have opportunity to redraw settlement boundaries).
 - Boundary Review: MSDC to review boundaries (following reduction in councillors from 40 to 34), resulting in Mendlesham Ward needing to grow by 450 electors or for Ward to be split /absorbed into neighbouring Wards. The Parish Council agreed not to comment at this time. Further information available at <https://consultation.lgbce.org.uk>.
 - St Andrews Close – Trees: Orwell Estates recently attempted to fell trees without proper consent. One willow had been felled prior to Cllr Stringer's attendance, with plan for further works to be submitted.

Local Government Association Conference, Birmingham 2017: Cllr Stringer attended conference which was heavily influenced by recent terrorist attacks and fire at Grenfell Tower. Housing Growth, Brexit, Health and Social Care were amongst other sessions held.
 - 5.3. Suffolk Police (via Parish Clerk): Statistics for Wickham Skeith not currently available on website.
 - 5.4. Parish Clerk:
 - 5.4.1. Village Groups: Mr S McKie has invited all village groups to submit page on history/aims etc, to create an individual page on new website for each village group operating within Wickham Skeith.
 - 5.4.2. Good Councillor Guide: 5 copies received; one to be circulated amongst current Councillors, one to be issued to new Parish Councillor (see Item 9) and Clerk to retain 3 copies.
 - 5.4.3. Village Signs: Originally logged in March, inadequate responses have been received upon follow-up. This was raised with Cllr Stringer, who will investigate further.

5.5. Parish Councillors:

5.5.1. Cllr Merriam advised that fishermen had been observed in the Gimmer, clearing weed and then leaving on verge.

5.5.2. Projects: With several projects currently on Agenda, it was agreed to set up working parties to research and report back on the following topics, at an Extraordinary Meeting in August (date TBA):

- Community Speed Watch: Cllrs Merriam and Knights
- Defibrillator: Cllrs Wright and Blair
- Transparency Fund: Cllr Kemp and Parish Clerk

7. Correspondence Received:

7.1. Charity Fund: Following call from MSDC, the possibility of funding for residents was discussed, with mention of Town Houses Fund (no longer in existence). Although of good merit, it was agreed that this would not be practical.

7.2. Locality Funding: MSDC have advised that Locality Funding is now available, with applications to be completed by 30.09.17. It was agreed, in consultation with Cllr Stringer, that funding should be applied for towards cost of projector for village hall (£500 Broadband funding previously promised and should be applied for prior to September, Community Speedwatch would be covered by Highways Budget).

7.3. Suffolk Preservation Society: Following D Trincherio's presentation in July 2016, the Parish Council was asked to consider membership of £30 per annum. All councillors agreed that this was a valued organisation but, as quarterly magazines are received for circulation to councillors and subscription to SALC provides advice as required, this additional expenditure was not currently viable.

7.4. All correspondence which has not been circulated via email included within Agenda Items or in Circulation File.

8. Finance:

8.1. Accounts as at 30 June 2017 were presented by Cllr Kemp showing a balance of £3,523.66 (includes Transparency Grant of £850).

8.2. Cllr Kemp advised that R Bassett currently conducting Internal Audit, having gained extension to July. Notices 1 and 2 of Public Rights, showing viewing dates of 26.06.17 – 04.08.17, were displayed on village Notice Board from 26 June 2017.

8.3. The following notices were posted on village website on 24 June 2017:

- Treasurer's Statement 2016/17
- Governance Statement 2016/17
- Accounting Statement 2016/17
- Notices 1 and 2 of Public Rights

8.4. The following invoices were agreed for payment:

- SALC: Good Councillor Guide x 5 copies @ £19.97 inc VAT
- MS/Babergh: Litter Bin Emptying @ £108.00 inc VAT

8. Planning Matters: No applications/notifications received.

9. Parish Councillor Vacancy: The Chair invited interest for vacancy of Parish Councillor. Mr T Thorogood had previously registered interest and, with no other interest received from floor, Cllr Merriam proposed T Thorogood, seconded by Cllr Kemp. T Thorogood accepted position and agreed to sign Declaration of Acceptance of Office.

10. Transparency Funding: As per Item 5.5.2, Cllr Kemp and Parish Clerk to research and report back.

11. Emergency Plan Review: Revised edition had been circulated to Councillors and, following update of new Parish Councillor, this will be circulated in September edition of newsletter.

12. Matters for next Agenda and Any Other Business: Community Speed Watch, Defibrillator, Transparency Funds.

13. Next Meeting: 11 September 2017 (Date of Extraordinary Meeting TBA)

Meeting closed at 9.20 pm

Signed:

Chair

Date:

Wickham Skeith Parish Council

Chair:	Paul Wright	07921 292233	Parish Councillors:	Kevin Knights	01449 767708
Vice Chair:	Nigel Merriam	01449 766222		Harriet Bowes	01449 766708
Treasurer:	Barry Kemp	01449 766813		Michael Blair	01449 766640
Parish Clerk:	Tara Goodacre	01449 768696			