



Wickham Skeith Parish Council

MINUTES of PARISH COUNCIL MEETING held **MONDAY, 12 NOVEMBER 2018** at **WICKHAM SKEITH VILLAGE HALL**

Present: Cllrs T Thorogood (Chair), H Bowes (Vice-Chair), B Kemp (Treasurer), K Knights, M Blair, M Wade, R Palmer, T Goodacre (Clerk), Cllr Stringer (MSDC and SCC), Cllr M Yates (Cotton PC) and 8 members of public

1. Chair's Welcome: The Chair opened the meeting, welcoming Cllr Yates from Cotton Parish Council (see Item 5.6.2), and members of public in attendance.
2. Declaration of Interest: None received.
3. Minutes of Meetings: Minutes of Meeting held 10 September 2018 were approved by all Councillors and signed by the Chair.
4. Village Forum:
 - Wires with black boxes attached hanging down around the village were reported - it is believed that these are in connection with BT.
 - Bus Service Timetables were requested for Noticeboard (should residents encounter problems booking services, please advise Cllr Stringer direct on 07545 423842).
 - It was questioned whether not using a bus pass would mean that it would not be renewed. Cllr Stringer advised that this was not true.
5. Reports:
 - 5.1. Cllr Stringer (SCC):
 - Suffolk Highways: Piloting new approach to prioritising pothole repairs over winter, allowing more potholes in single area to be repaired, rather than returning to same area later, reducing travelling time of maintenance crews.
 - 5.2. School Admissions Consultation: SCC consultation on school admissions ended 12.11.18. Further consultation may follow regarding oversubscription criteria during October 2019. Concerned residents to contact Cllr Stringer direct on 07545 423842.
 - 5.3. Cllr Stringer (MSDC):
 - Shop Front Grant Scheme: Following launch, same level grants now being offered to rural shops.
 - Community Infrastructure Levy (CIL): MSDC now past second round of CIL123 requests being allocated.
 - Planning: Since report of MSDC claiming 6.5 year land supply, figure judged to be nearer 3.5 years. Consultant given position of monitoring applications as MSDC falling back on Government statistics to forecast future build rates.
 - 5.4. Suffolk Police (via Parish Clerk):
 - No crimes reported within Wickham Skeith.
 - New approach to crime prevention launched end October, 1st Principle, originating from Sir Robert Peel's nine principles of policing and aiming to stimulate cultural change in crime prevention. Visit www.suffolk.police.uk/news/latest-news/26-10-2018/suffolk-constabulary-launch-new-approach-crime-prevention.
 - 5.5. Parish Clerk:
 - Voice of The Councillor: Cllrs Wade and Palmer registered to attend SALC workshop.
 - Kissing Gate: S Goodacre has commenced restoration and gives thanks to those who gave assistance in re-installation of first section.
 - Footpath Cutting Routes: Proposed routes agreed, querying FP36 (The Entry) and FP26 (Thwaite), together with PF12 and PF 21 following correspondence reporting overgrowth. Suffolk Highways contacting relevant landowners/actioning as required.
 - 5.6. Parish Councillors:
 - 5.6.1. Allocation of Councillor Topics: Revised list completed and agreed with forming of sub-committees in respect of larger projects (itemised below). Final copy to be circulated and posted on website.
 - 5.6.2. Community Speed Watch: Cllr Yates gave an excellent and informative presentation on Cotton's experiences with speeding and their SID. Cllr Stringer to follow up funding application correspondence.
 - 5.6.3. GDPR: Clerk to forward GDPR Toolkit to members of sub-committee for further progression.
 - 5.6.4. Community Emergency Plan: Clerk to forward existing and SALC model for sub-committee's consideration/action.
 - 5.6.5. Defibrillator: Cllr Wade presented update on findings regarding provision/proposed plans for funding. It was agreed to proceed with SAD crowd-funding/just giving page. Cllr Stringer advised of possible Locality Funding.

6. Correspondence Received:
- 6.1. River Dove: Correspondence received from concerned resident regarding blocked Ford and possible flooding of residents along The Street. Contact being made with Waveney Valley Internal Drainage Board.
 - 6.2. The Street: Concern received regarding roadside overgrowth affecting visibility/safety for vehicles and pedestrians.
 - 6.3. Trees: M Appleby, Tree Warden had advised of tree offer pack - it was agreed to decline offer.
 - 6.4. Scam Mail: Royal Mail bidding to combat Scam Mail. Reports can be sent to Royal Mail, FREEPOST Scam Mail (enclosing copies of suspected mail), via 0800 0113 466 or scam.mail@royalmail.com.
- All other correspondence which has not been circulated via email included within Agenda or in Circulation File.
7. Finance
- 7.1. Accounts as at 31.10.18 presented by Cllr Kemp (Treasurer), showing balance of £4,431.52.
 - 7.2. 2019/20 Budget: Treasurer presented draft budget for 2019/20. Clerk to contact previous Chair, P Wright, regarding possible increase in BT broadband charges to enable this, and any other factors, to be incorporated for final agreement on 2019/20 Budget at January 2019 meeting.
 - 7.2.1. Clerk's Working Hours: Due to increase in workload since originally employed, it was agreed to increase Grade Banding to SP24 at 2018 Pay Scales with effect from 1 April 2019, with hours worked increased from 9 hours to 10 hours/month. Treasurer to produce Employment Contract based upon SALC Model.
 - 7.3. Parish Precept: Treasurer advised that, in view of current financial position, no change in Precept proposed. Examples to be included with 1%, 2% and 3% increases for review - Precept to be finally agreed at January 2019 meeting.
 - 7.4. Invoices: The following invoices were agreed for payment:

CAS Insurance (as per long term agreement)	£153.31
Village Hall Committee (N Merriam - Projector Screen Equipment)	£500.00 (Locality Funding)
Village Hall Hire (Jun/Jul/Sep meetings)	£36.00
 - 7.5. Bank Mandate: Paperwork signed for update has been completed. Final confirmation awaited from bank.
 - 7.6. Vacancy: Forthcoming Councillor/Treasurer Vacancy to be re-advertised in village Newsletter.
8. Planning Matters: No applications received.
9. Standing Orders:
- 9.1. As agreed at September meeting, Clerk and Cllr Kemp reviewed SALC Model Standing Orders against existing. It was agreed to adopt revised edition. Complete version to be issued to all Councillors with copy posted on website.
 - 9.2. Review highlighted procedures/policies for Councillors to consider. Cllr Palmer agreed to redraft Complaints Procedure.
10. Village Green
- 10.1. Working Parties: Cllr Knights proposed the following dates: 15 Dec and 12 Jan – TBC.
 - 10.2. Grimmer Fishing: No action reported.
11. Matters for next Agenda and Any Other Business: Village Green Working Parties, 2019/20 Budget/Parish Precept.
12. Next Meeting: 14 January 2019

Meeting closed at 9.55 pm

Signed:
Chair

Date:

Wickham Skeith Parish Council

Chair:	T Thorogood	01449 766757	Parish Councillors:	Kevin Knights	01449 767708
Vice Chair:	Harriet Bowes	01449 766708		Michael Blair	01449 766640
Treasurer:	Barry Kemp	01449 766813		Margarita Wade	01449 767009
Parish Clerk:	Tara Goodacre	01449 768696		Richard Palmer	07376 142447