



Wickham Skeith Parish Council

MINUTES of PARISH COUNCIL MEETING

held **MONDAY, 8 JANUARY 2018** at **WICKHAM SKEITH VILLAGE HALL**

Present: Cllrs B Kemp, K Knights, H Bowes, M Blair, T Thorogood, T Goodacre (Clerk), Cllr Stringer (MSDC and SCC – part of), and 5 members of public

Apologies: Accepted from Cllrs Wright (Chair) and Merriam (Vice-Chair), and M Appleby (Tree Warden)

1. Chair's Welcome: With both Chair and Vice-Chair forwarding apologies, the Clerk invited Councillors to nominate a Councillor to preside as Chair. Cllr Kemp nominated Cllr Blair, seconded by Cllr Knights and agreed by all other Councillors. Cllr Blair took the position of Chair and opened the meeting, welcoming everyone in attendance.
2. Declaration of Interest: None received.
3. Minutes of Meetings: Minutes of Meeting held 13 November 2017 were approved by all Councillors and signed by the Chair.
4. Village Forum:
 - 4.1. Grit Box: Following request for Sand Box opposite Ayton, Parish Clerk advised costs of Glasdon Small Box @ £90, MSDC Grit Bin @ £150. It was thought that volunteer had suggested making one, but no record available and initial request withdrawn.
For info, the following grit points have been confirmed by SCC:
 - Grit Bin on The Broadway (U5229) outside The Village Hall
 - Grit Heap on Thwaite Road (C565) on Grange Road (U5229) junction
 - Grit Heap on The Street (C569) on The Broadway (U5229) junction
 - Grit Heap on The Broadway (U5229) on Church Lane (U5231) junction
 - Grit Heap on The Broadway (U5229) on bend at top of Broadway (The Green (U5245) junction)
 - 2 Grit Heaps on The Green (U5245) opposite 124 The Green and Ayton Cottage
 - Grit Heap on Chapel Lane
 - 4.2. Parking on Grange Road: Residents advised of CPE (see Item 5.2).
 - 4.3. Ditch in front of Kitchen Close. Residents advised to contact Landlords direct.
 - 4.4. Homeleigh: Cllr Stringer advised that there were no enforcement issues regarding this development.
5. Reports:
 - 5.1. Cllr Stringer (SCC):
 - Home to School Transport: Despite concerns, SCC launched public consultation on proposed changes on 12.12.17. Cllr Stringer urged residents to respond via www.suffolk.gov.uk/schooltravel. Consultation ends 28.02.18.
 - Woodland Trust's Tree Charter: SCC have agreed to support Charter for trees, woods and people (marking 800 year anniversary).
 - Plastic Recycling: Unanimous support for LDGI Group's motion, examining possibility of introducing plastic bottle Deposit Return Scheme.
 - Business Rates Retention: Suffolk has been chosen as pilot scheme for 100% business rates retention for 2018/19 financial year.
 - Broadband: UK Power Networks to advise dates for power cables/P10 cabinet (March 2018).
 - Daisy Green Lane: Cllr Stringer advised that he has been contacted direct regarding proposed development.
 - 5.2. Suffolk Police (via Parish Clerk):
 - No crimes were reported within Wickham Skeith on Suffolk Police website.
 - Civil Parking Enforcement (CPE): Working group comprising representatives from Police, District, Borough Councils and County Councils now in place to progress transition of on-street parking in Suffolk from Police to local authorities.
 - 5.3. Parish Clerk:
 - Village Sign: Still awaiting new sign on junction of Wickham Road/Broadway (originally logged in March 2017). Cllr Stringer still chasing formal complaint.
 - Joint Local Plan (JLP): MSDC have confirmed following representations submitted by Parish Council:
 - 9313 – Objection to Hinterland Categorisation
 - 9314 – Comments for Potential Land for Development
 - 9351 – Proposed Settlement Boundaries for Wickham Skeith
 - 9316 - Proposed Settlement Boundaries for Wickham Street
 - 9317 – Conservation Area Comment
 - 9318 – Heritage Asset/Local Green Space Comments
 - Village Website: S McKie has kindly included a separate header for the JLP on village website.
 - 5.4. Parish Councillors: No items raised.

6. Correspondence Received:
- 6.1. Emergency Plan: New Activation Procedures and Insurance Information: Emergency Planning Officer has forwarded new procedures (circulated to Councillors). In liaison with Cll Kemp regarding insurance information, it was felt that a Working Party should be convened to discuss implementation of procedures. It was agreed for Working Party to include Cllrs Kemp and Thorogood, together with Parish Clerk. Clerk to draft initial amendments to Emergency Plan and arrange date for Working Party.
 - 6.2. British Hen Welfare Trust Rehoming Day: S Mulgrew requested permission to erect sign promoting event on 28.01.18. All councillors agreed to grant request.
 - 6.3. All correspondence which has not been circulated via email included within Agenda Items or in Circulation File.
7. Finance: Accounts as at 31.12.17 presented by Cllr Kemp (Treasurer), showing balance of £3,306.31.
- 7.1. Parish Precept: To cover additional costs (including minimum of £280 for GDPR) Cllr Kemp proposed increase of £400 to Parish Precept, amounting to £2,800. This was seconded by Cllr Blair and agreed by all other Councillors. Clerk to submit to MSDC.
 - 7.2. 2018/19 Budget: With no further information being available regarding GDPR potential costs, 2018/19 budget figures remain as previously quoted.
8. Planning Matters: No notifications received.
9. General Data Protection Regulation (GDPR): NALC have advised that neither Parish Clerks or Councillors are suitable for position of DPO. Burden Funding may be available but still awaiting confirmation of costs involved/implications from SALC. Template documentation may also be available.
10. Working Party Update
- 10.1. Community Speed Watch: Cllr Stringer advised that Officers have been instructed to install posts at proposed checklist sites.
 - 10.2. Defibrillator: Following further discussions on Defibrillator vs First Aid Responders, it was agreed that Parish Clerk should write to Village Care Group, seeking views/support.
11. Village Green Working Parties: Initial Working Party held on 9.12.17 with further session being scheduled for February (date TBA).
12. Community Orchard: M Appleby had forwarded quote of £98 + P&P for Suffolk Fruit and Trees Standard Orchard Pack. Cllr Stringer advised that Locality Funds may be available. It was agreed to further promote sponsorship in newsletter.
13. Matters for next Agenda and Any Other Business: GDPR, Community Speed Watch, Defibrillator, Village Green Working Parties, Community Orchard, Emergency Plan, Internal Accounts and Audit Control Review
14. Next Meeting: 12 March 2018

Meeting closed at 9.05 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		T Thorogood	01449 766757