



Wickham Skeith Parish Council

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

Present: Cllrs N Merriam, B Kemp, K Knights, H Bowes, M Blair, T Thorogood, T Goodacre (Clerk), and 6 members of public

Apologies: Accepted from Cllr Wright (Chair) and noted from Cllr Stringer (MSDC and SCC)

1. Chair's Welcome: The Vice-Chair opened the meeting, welcoming everyone in attendance.
2. Declaration of Interest: None received.
3. Minutes of Meeting: Minutes of Meeting held 8 January 2018 were approved by all Councillors and signed by the Vice-Chair.
4. Village Forum:
 - 4.1. Signposts: The condition of village signposts was raised (see Item 5.3).
 - 4.2. Ditch in front of Kitchen Close: Issue raised again and residents were asked if landlords had been contacted following last meeting.
5. Reports:
 - 5.1. Cllr Stringer (SCC): Report not received.
 - 5.2. Cllr Stringer (MSDC): Report not received.
 - 5.3. Suffolk Police (via Parish Clerk):
 - Cllr Merriam advised that he recently attended Rural Crime Meeting in Norfolk demonstrating drone technology.
 - Three crimes were reported in January on/near Wickham Road (Thwaite): 2 burglaries and 1 car theft (car now recovered).
 - 5.4. Parish Clerk:
 - Village Signs: Still awaiting new sign on junction of Wickham Road/Broadway (originally logged in March 2017). In absence of Cllr Stringer, update not available following formal complaint. Junction/30 Speed Sign along Wickham Road has also been reported.
 - Register of Interests: Babergh/Mid Suffolk Councils have requested for Councillors' Register of Interests be updated, which is being completed by Councillors individually.
 - 5.5. Parish Councillors: Cllr Bowes mentioned Bin Collections following non-collection of Recycling Bins, advising website confirms service delays and that bins are to be left out for collection.
6. Correspondence Received:
 - 6.1. Parking on Village Green: Correspondence received from residents, however, it is understood that this is due to development at Rose Lane Cottage who have liaised with neighbours regarding temporary circumstances.
 - 6.2. British Hen Welfare Trust Rehoming Days: Following further request to erect signs promoting events, Councillors have agreed to give "blanket permission" to S Mulgrew.
 - 6.3. Electoral Arrangements: MSDC have submitted new recommendations with Wickham Skeith positioned under ward of Gissingham. Councillors agreed not to submit comments – to view recommendations/map, visit www.consultation.lgbce.org.uk.
 - 6.4. Suffolk Highways: Facing financial challenges and asking communities to consider self-help opportunities. Subject to be raised with Cllr Stringer,
 - 6.5. One Council for the Heart of Suffolk: Babergh and Mid Suffolk still promoting proposal of One Council.
 - 6.6. All other correspondence which has not been circulated via email included within Agenda Items or in Circulation File.
7. Finance:
 - 7.1. Accounts as at 28.02.18 presented by Cllr Kemp (Treasurer), showing balance of £2,985.83.
 - 7.2. Internal Accounts Audit and Control Review 2017/18: Annual Audit/Review circulated to Councillors and presented by Cllr Kemp. R Bassett has kindly agreed to conduct Internal Audit. All Councillors in agreement to adopt 2017/18 Audit/Review with copy to be posted on village website.
 - 7.3. The following invoices were agreed for payment:

Village Hall Hire (Nov/Jan meetings)	£24.00
Parish Clerk's Expenses	£67.96
8. Planning Matters: No notifications received.

9. Working Party Update
- 9.1. Community Speed Watch: No further updates received following Cllr Stringer's confirmation that Officers have been instructed to install posts at proposed checklist sites.
- 9.2. Defibrillator: Parish Clerk in liaison with Village Care Group regarding Defibrillator vs First Aid Responders. Feedback following last Care Group Meeting yet to be received. Fund raising volunteers were noted, however, as yet, the ideal of group managing this provision has not been forthcoming.
10. General Data Protection Regulation (GDPR): Current advice is not to panic – Councils need to show working towards regulations coming into force 25 May 2018. Costs of External Data Protection Officer have now been reduced and a GDPR Toolkit has been recently received giving guidance – Treasurer and Parish Clerk to work through GDPR Toolkit.
11. Village Green Working Parties: Further maintenance of ashes carried out with further session being scheduled. Cllr Merriam also advised that M Downard has given his notice for grass cutting services on Village Green due to house move. P Baker has kindly offered to continue the grass cutting of Village Green. Clerk added that S Goodacre had also offered assistance and could be in reserve, ie during Harvest etc.
12. Community Orchard: Sponsorship for 8 trees received, which have been purchased from Sandy Lane Nursery at £8.50 each and planted up on the Little Green – thanks were given to L Wyman and Cllr Blair, also to Cllr Merriam for collection services and supply of support posts. Cllr Knights to arrange for mulch to be added.
13. Community Emergency Plan (CEP): Following receipt of new Activation Procedures and Insurance Information, Councillors agreed existing CEP needed reviewing, confirming activation procedures. A current CEP template was obtained and a working draft document was compiled by Cllr Kemp and Clerk. Cllr Kemp presented current version with proposed Contact Tree for activation purposes. Cllr Kemp and Clerk to continue review and produce further copy for circulation.
14. Matters for next Agenda (July meeting) and Any Other Business: GDPR, Community Speed Watch, Defibrillator, Village Green Working Parties, Community Emergency Plan. Cllr Merriam gave notice that he would be resigning as Parish Councillor at the next meeting, Parish Council AGM.
15. Next Meeting: 14 May 2018 (Annual Parish Meeting and Parish Council AGM)

Meeting closed at 8.53 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