



# Wickham Skeith Parish Council

## MINUTES of PARISH COUNCIL MEETING held MONDAY, 11 JANUARY 2021 by videoconference

Present: Cllrs T Thorogood (Chair), K Knights, T Rowe, Cllr Stringer (SCC), H Roberts (Clerk) and 2 members of the public. Apologies received and accepted: Cllr R Palmer.

1 11/01/21: Chair's Welcome: The Chair opened the meeting, welcoming those in attendance.

1.1 11/01/21: The meeting noted the resignation of Cllr Freeman in December. On behalf of everyone, the Chair voiced his gratitude to Cllr Freeman for her work on the Council over the years.

2 11/01/21: Declarations of Interest and dispensations: none.

3 11/01/21: Minutes of Meeting: Minutes of Meeting held 9<sup>th</sup> November 2020 were **approved**. It was **agreed** the Chair's signing of the minutes would be done outside of the meeting.

4 11/01/21: Village Forum

A member of the public raised two issues:

- Thanks were expressed to Suffolk Highways for their quick response to a resident who had suffered in the recent floods.
- Damage done to verges due to the recent temporary diversion of the A140 diversion. It was **agreed** the member if the public would send the details to the Clerk. The Chair also mentioned a flooded road, and it was **agreed** the Clerk would report the flooding to Suffolk Highways and give the details to Cllr Stringer.

5 11/01/21: Reports from County and District Councillors, Police, Parish Clerk and Parish Councillors

5.1 11/01/21: SCC: Cllr Stringer's report for January is available on the parish council's website. Main points:

- Biodiversity strategy adopted.
- Resisting the decision to reclaim local highways budgets.
- Preparing budget amendments for 2021-22 budget
- Consultation on the Street Guide

Cllr Thorogood mentioned a footbridge that has been lifted by the recent flooding. It was **agreed** the Clerk would report this to Suffolk Highways once provided with the location details.

5.2 11/01/21: MSDC: Cllr Warboys' report – not received.

5.3 11/01/21: Suffolk Police. Report provided by Clerk based on Suffolk Police newsletter. No crime was reported in the area in Sept-Nov 2020.

5.4 11/01/21: Parish Clerk

- Website: accessibility statement uploaded. Previously approved policies and procedures uploaded.
- Casual Vacancies: notification of two councillor vacancies publicized on the website and village newsletter.
- Cllr Rowe's acceptance of office received, and register of interests sent to MSDC.

Other actions were discussed under other agenda items.

5.5 11/01/21: Parish Councillors

5.5.1 11/01/21: Community Speed Watch. The Clerk reported that the Speed Indicator Device (SID) data had been sent to Cllr Stringer, and that the SID was recharged and re-

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positioned. A member of the public now has the battery and software. Feedback from the member of the public was that the SID is working well.

- 5.5.2 11/01/21: General Data Protection Regulation. Cllr Palmer has suggested the Council adopt a Data Protection policy document and a Personal Data Audit questionnaire. The Clerk agreed to draft these.
- 5.5.3 11/01/21: Community Emergency Plan, including Covid-19 emergency. The Emergency Plan is still active; the Council will review whether to close the Plan as covid restrictions are lifted.
- 5.5.4 11/01/21: Defibrillator. It was **agreed** the Clerk would check paperwork to see when the defibrillator needs servicing.

## 6 11/01/21: Correspondence Received

- CIL rates consultation. Circulated to Cllrs 2nd December 2020. It was **agreed** the Clerk would review planning applications for CIL eligibility.
- Joint Local Plan consultation and video link. Details circulated to Cllrs 2nd December 2020. Notes forwarded on 24th December.
- The Sicon Foundation - Tree planting initiative. Circulated to Cllrs 2nd December 2020 for consideration.
- Suffolk Cloud – Councillors listing page offer. Circulated to Cllrs 2nd December 2020 for consideration.
- Good Neighbour scheme. Circulated to village volunteer group 2nd December 2020.
- ACRE guidance on village hall opening. Circulated to village hall group 2nd December 2020.
- SALC member's survey. Circulated to Cllrs and village newsletter 2nd December 2020. Responded to by the Clerk.
- Parish infrastructure plan support from Rachell Leggett. Forwarded to Cllrs on 9th December.
- Anglian Regional Flood and Coastal Committee survey. Forwarded to Cllrs on 14th December.
- SALC Area Forum notes. Circulated to Cllrs on 23rd December.
- SCC Housing Survey. Forwarded to Cllrs on 23rd December.
- Sunnica Energy Farm consultation. Forwarded to Cllrs 23rd December.
- Notification of break-in in the area by members of the public, advice to secure outhouses and sheds. Forwarded to Cllrs 23rd December.

## 7 11/01/21: Finance

7.1 11/01/21: The financial position as of 31st December 2020 was presented by the RFO and **approved** by the Council. It was **agreed** the Chair's approval signature would be obtained outside of the meeting.

7.2 11/01/21: The RFO presented the 2021/2022 budget for consideration, which was **approved** unanimously. Cllr Knight said that the Queen's Platinum Jubilee in June 2022 would need to be considered. It was **agreed** that this would be considered in the next budget (2022/23). It was **agreed** that the Clerk would provide an extrapolated forecast of spend for the current financial year based on current best estimates, following a request from Cllr Knight.

7.3 11/01/21: The precept for the next financial year was discussed. It was **agreed** unanimously that the precept would remain unchanged at £3,500, due to the unprecedented difficulties for many residents over the last year, and probably into next. Because the tax-base has gone down this year, this means an increase in the Parish Council part of council tax for a Band D household of 34p for the year, from £25.46 to £25.80, or an increase of 1.32%. It was **agreed** a statement would be included in the parish newsletter to explain to the residents that the precept is likely to increase more in the following year (2022/23).

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7.3 11/01/21: Invoices for Approval. The Council **approved** the payment of £50.00 to re-imburse Cllr Thorogood for vouchers he obtained for the grass cutter. It was **agreed** this cheque would be signed outside of the meeting.

8 11/01/21: Planning Matters

8.1 11/01/21: The planning decision DC/20/03215 was noted. Erection of two storey rear extension, location: 4 Grange Road, Wickham Skeith, Eye, Suffolk IP23 8NE.

8.2 11/01/21: The planning application DC/20/03609 was noted: application for outline planning permission - erection of 1No dwelling, location: The Orchard , Kitchen Close, Wickham Skeith, IP23 8LZ. (Comments deadline was 31st December 2020.)

9 11/01/21: Working Parties

9.1 11/01/21: Village Green. Cllr Knight reported that it is unlikely work will be done this winter due to covid restrictions, and proposed postponing any planning until later in the year. Regarding a proposed bench in memory of some local residents, the Chair agreed ask the residents if an additional plaque on an existing bench would be acceptable. Cllr Knight suggested an octagonal bench around the oak on the green would give an opportunity for up to eight plaques. The Clerk confirmed that the green is registered as such with Suffolk County Council. Cllr Rowe raised the issue of litter. Cllrs and residents cannot get together for litter picks at the moment. Cllrs offered to pick up any litter they see if they are out in the village, and encourage residents to do the same, within current covid restrictions.

9.2 11/01/21: Grimmer Fishing. The Clerk reported that investigations were ongoing into issues of ownership, rights and obligations.

10 11/01/21: Matters for next agenda

- Clerk review
- Review and agree internal accounts audit and control document for current financial year
- Review of Standing Orders
- Potential co-options

11 11/01/21: Next Meeting: Monday, 8th March 2021.

Meeting closed at 10:22 pm

Signed: ..... Date: .....  
Chair

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