**Draft Minutes of the Meeting**

**Of the Parish Council held on**

**Wednesday March 30th 2016 at 7.30pm**

Attendees: Councillors N Aitkens - NA

M Morris – MM

A Robertson – ARR

L Smith – LS

N Mann – NM

D Till – DT

S Durrant - SD

Borough Councillor A Rushen – AR

County Councillor T Clements – TC

Members of the Public Mr & Mrs Cantillon, Mr & Mrs Wilson

Mr Jump

Clerk D Rix – DR

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| 1/42  2/43  4/44  5/45  6/46  3/47  6/46  7/48  8/49  9/50  10/51  11/52  12/53  13/54  14/55  15/56  16/57  17/58  18/59  19/60  20/61  21/62  22/63  23/64 | **Apologies for Absence** None  **Declarations of Interest**  Cllr NA planning application: Chestnuts  **County Councillor’s Report** *(Cllr NA brought forward agenda item 4. Report attached)*  Cllr TC’s report had been circulated ahead of the meeting. Highlights included news of an interim satellite broadband scheme with details of how to apply, plus the news that 98% of secondary school applicants received offers from one of their top three preferred schools.  Jonathan Chown at Suffolk Better Broadband expected Whepstead to get superfast broadband by September, hopefully earlier.  Mr Wilson said he had invested in satellite broadband six weeks ago but it had been worse than his current supply. Regarding highways, Cllr TC was confident things were improving, but conceded that the quality of work done by Highways’ ‘gangs’ varied greatly from area to area.  **Public Forum**  Cllr NA closed the meeting and invited members of the public to speak. They were all concerned with the Pattles Grove planning applications, so Cllr NA moved to agenda item 6.  **Planning Applications**  ***DC/16/0207/FUL and DC/16/0208/FUL – Pattles Grove***  Cllr AR said that the applications were going to be discussed at Planning Committee on April 7th and she felt planning officers were likely to recommend approval.  AW said that the two new applications would increase capacity to 30 boxes on a 36 acre site, which he felt would ultimately lead to another application for more accommodation on the site.  Having spoken to the applicant’s agent, Cllr NA was told it was a long term venture, but questioned the need for 2 lunge rings and 2 horse walkers within 40 yards of one another. He also questioned why the applications had been made under two different names. Mr Cantillon was cross that the applicant claimed to be running an existing stud, when there had only ever been three ponies on the land and why they knocked down some existing horse boxes to create a gym and now want to build another 20 boxes.  Mr Jump complained that the report from the original meeting to discuss the proposals said that the tallest building would not be seen. He said it definitely would be seen by him and the lighting was intrusive.  Mr Cantillon said Forest Heath planning policy took into account potential harm to existing stud businesses. St Edmundsbury didn’t seem at all concerned in the same way and perhaps this should have been his main argument, as the risk of disease to his stud would be huge. Mr Wilson agreed that they should ask the council to look at bloodstock policies.  There was anger that the enforcement officer hadn’t picked up on any of the concerns they had put forward. Cllr MM said he felt there had been deliberate obfuscation and that the applicant was planning by stealth. *(members of the public left the meeting at 20.20pm)*  **Borough Councillor’s Report** *(Cllr NA returned to agenda item 3. Report attached)*Cllr AR said that there had only been a 31% uptake of brown bins since the £40 a year charge from April was announced.  **Planning Applications** *(Cllr NA returned to agenda item 6)*  ***DC/16/0456/FUL – Earth Sheltered Dwelling, Chestnuts***  *(Cllr NA declared an interest and left the room)*  Councillors voted to support the resubmitted application. While the site and materials used appeared to be the same, Highways’ concerns about the hedge seemed to have been addressed.*(Cllr NA returned to the room)*  ***DC/16/0303/LB – Cart lodge and log store, Old School House***  Councillors voted to support the application as it was not intrusive and the materials used were in keeping with existing buildings.  **Minutes of the meetings held on February 17th 2016**  Agenda item 8/28 - delete NM and replace with MM.  Subject to the amendments, Cllr ARR proposed and Cllr MM seconded that the minutes were a true and accurate record of the meeting.  **Matters arising from the Minutes of the meeting on February 17th**  Regarding the filling of potholes on Tuffields Road, Cllr NA said workers were instructed only to fill holes from the post box to Castle Farm and not from the box to Brockley Road despite having enough materials on their truck to do the job! DR to chase Highways regarding her request for a 30mph extension on Rede Road.Cllr MM said the cricket club was now the proud owner of a 1938 motorised roller which it had bought from Newmarket Town Council.  **Clerk’s Report**  DR said she had bought a Canon Lide220 scanner for £59.99 and that our £167.49 application for transparency code funding (covering the scanner, website training and clerk’s time and travel costs) had been received.  TowerMint’s offer of commemorative coins for the Queen’s 90th birthday were discussed. WCA were keen to share the costs of providing a coin for every child in the village under 16. With an estimated 80 children that would mean £80 plus vat and postage costs for the PC. Cllr MM proposed and it was seconded by Cllr LS to offer the commemorative medals to children under 16 who attend the tea party on June 11th. Any leftovers could then be sold to grandparents/parents wishing to buy them. The PC were happy to fund half the costs. DR to let Di Howe know. DR has forwarded the home cricket dates to the grass cutters. DR has written and thanked Derek King for fitting the defibrillator box to the wall of the community centre. DR to ask SALC and Di Howe about a request from Jackson-Stops Staff about advertising on the village website.  **Finance**  There were 8 invoices for payment.  Clerk’s pay - £771.66 (Jan-Mar)  Clerk’s tax - £120.80 (Jan-Mar)  Clerk’s expenses - £193.76 (Jan-Mar)  Clerk’s pay - £142.21 (outstanding from Oct-Dec due to tax refund)  SALC - £54 (website training)  SALC - £3.93 (The Good Councillor’s Guide)  Vertas Group Ltd - £401.10 (grass cutting Jan-Mar)  Zoll Medical UK Ltd - £94.80 (CPR pad)  It was proposed by Cllr MM and seconded by Cllr LS that the cheques and bank reconciliation for the end of February be duly signed.  Questions had been raised about the 2016 Model Financial Regulations’ recommendation that bank signatories be credit checked and quarterly checks on the accounts be made by someone other than a signatory, clerk or the chairman. Cllr MM proposed and Cllr LS seconded that the need for credit checking be deleted and a six monthly accounts check by Cllr DT be inserted. DR to update Regulations and circulate for adoption before the next meeting.  Regarding the new audit procurement process, DR said other councils that she had canvassed locally with incomes under £25,000 were opting-in to the new arrangement as it was felt that long term the costs would be better. Councillors voted to do the same. DR to ignore tomorrow’s deadline which means the council will automatically be enrolled with the SAAA from April 2017. DR said she had received BDO’s audit pack for this year and would ask Robin Drayton to internally audit our accounts again.  **Bank balance at 30th February 2016**   |  |  | | --- | --- | | Balance in Treasurers Account | 6,345.10 | | Savings account | 10,432.86 | | Total | 16,777.96 | | Less cheques not presented | nil | | Total | 16,777.96 |   **Risk Assessment**  DR circulated an updated risk assessment which she and Cllr NA carried out on March 14th. Regarding assets, Cllr NA has asked roofer Nick Hayward to quote for realigning a few tiles on the bus shelter roof. DR has asked the working party whether they would mind cleaning two bench seats on the cricket pitch boundary and removing the noticeboard by the pub and putting it instead in the bus shelter. Cllr NM thought it sad to lose the pub noticeboard and asked if it could be weatherproofed. Cllr NA to investigate costs. DR to make sure Cllr NA sees the finance folder before every meeting and to put in place an emergency plan with SALC in case of clerk illness. DR to add updating declarations of interest to the agenda for the AGM.  **Footpaths, Highways and Byways**  DR said she had received the official public path diversion order from SCC. The creation of the new path to join it should be completed in about a month. Cllr NA suggested an official opening on June 11th to coincide with the Queen’s 90th celebrations with the Cuttings, and the working party etc. invited.  DR to ask the WCA if they can work it into their celebrations. DR said the Council has closed the byway between Old School Road and Pages Hill until the land has had a chance to dry out. Guy Smith is to meet Hugh Maddever to discuss the ongoing flooding problem in Harram Bottom.  Cllrs ARR and MM had noted an ‘application for disclosure’ by Maddever Farms on a few telegraph poles around the village. Cllr NA to investigate.  **Neighbourhood Watch Scheme**  Cllr LS said that Danny Cooper is our new point of contact with Suffolk Police and that our area is now known as West (not Bury South). Hopefully we’ll find out who will be covering our area soon. NWS said that threats of cyber attacks by scammers is one of the worst crimes at the moment while Suffolk Police has launched a volunteer cadet scheme for 13-18 year olds to set them on the right path and make them aware of how to conduct themselves.  **Broadband**  DR has emailed details of a new ‘Broadband Universal Obligation Consultation’ launched by Government, which seeks to facilitate no less than 10Mbps speeds to every household. Consultation deadline is April 18th. DR to put on website.  **Defibrillator**  Cllr NA thanked Cllr ARR for all her hard work in organising CPR and defibrillator training. Those who had attended agreed it was excellent. Cllr NA suggested that during events at the community centre the British Heart Foundation DVD could be run as a reminder of what to do.  **APM April 22nd**  With the WCA AGM the night before, it was felt we might not get a good turn out. DR is waiting to hear whether Carl Carrington from the Ambulance Service can speak about the defibrillator at the meeting. DR to organise nibbles and wine, glasses from Waitrose etc and will ask leaders of various clubs and organisations (cricket club, speed watch, neighbourhood watch, Ladies Social Group, art club, hips n haws etc.) if they will speak too. She will draw up a draft agenda asap.  **Trees**  Cllr SD said he had been in touch with Michael Rutherford about the millennium tree and the need to cut back trees on Straight Road.  **Self Build**  Nothing to report  **Suffolk Association of Local Councils**  Cllr SD apologised that he had not been able to get to any meetings recently as they were in the evening and he had been advised not to drive in the dark.  **Whepstead Community Association Report**  Cllr ARR said there might be an open air concert in July/August, but the scarecrow and sale trail has been cancelled. The open gardens event will take place next year in June. Jeff Pyne presented some ideas for a dog fouling leaflet as it is a big issue on the community centre field and in Rectory Road. He also has ideas about enhancing the play area. The AGM starts at 7pm on April 21st when the beacon will be lit to celebrate the Queen’s 90th.  **Correspondence**  DR said they had received a request for donations from Magpas and EACH which she would hold on file. Parish Conference is on April 11th in Stanton village hall. DR has put the notice of election for the Police and Crime Commissioner on the noticeboard  **Chairman’s Comments**  Cllr NA urged anyone with ambitions to chair the Parish Council to come forward as he would be happy to step aside.  **Any Other Business**  None.  The meeting closed at 22.00pm  Signed………………………………..Dated…………………………………. |