­­WHEPSTEAD PARISH COUNCIL

**Approved Minutes of the Meeting**

**Of the Parish Council held on**

**Wednesday April 1st at 7pm**

Attendees: Councillors G O’Dell - GO

E Nutt - EN

N Aitkens - NA

A Maddever - AM

S Durrant – SD

M Morris - MM

Clerk D Rix - DR

Borough Councillor A Rushen – AR

County Councillor T Clements – TC

Member of public Phil Robertson

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| 1/51  2/52 | **Apologies for Absence** Cllr R Murray  **Declarations of Interest**  None |
| 3/53  5/54  6/55  7/56 | **Borough Councillor’s Report** *(attached***)**  Further to email correspondence Cllr EN had had with Cllr AR, she asked why Hardwick Lane was so pristine with newly painted yellow lines and new traffic calming bumps while many other roads, including the A143, were full of pot holes. She also mentioned a newspaper article about illegal road signs that had been erected to direct traffic away from Hardwick Lane. Cllr AR said she had been unable to talk to the person she would like to regarding this, but suggested that we should pester Highways if we have potholes in the village, as it is probably a case of “he who shouts loudest….”  She said that Highways had invested in three new pieces of equipment which effectively meant that work could be done on roads without the necessity for closing them.  Cllr NA complained that a tiny road like Folly Lane had been closed for repairs for three weeks yet is hardly ever used and suggested a weight restriction be imposed there. Cllr GO welcomed news of a possible caravan site at West Stow.  **Community Police Officer’s Report** *(brought forward agenda item 5)*  There have been two crimes since our last meeting. Theft of a radio and power tools from a locked motor vehicle which took place between 5pm on the 7.3.15 and 10am on 8.3.15 and the theft of an insecure trailer which took place between 5pm on 27.3.15 and 9am on 28.3.15.  **Public Forum**  None  **Planning Applications**  Councillors voted to support the planning application DC/15/0426/FUL to change the land use at Nunwick Farm from a farmyard into a garden. |
| 8/57  9/58  10/59  4/60  10/59  11/61  12/62  13/63  14/64  15/65  16/66  17/67  18/68  19/69  20/70  21/71 | **Minutes of the Meeting held on February 25th 2015**  Cllr EN proposed and Cllr SD seconded that the minutes were a true record.  **Matters arising from the minutes of the meeting held on February 25th**  *Agenda item 6/35:* regarding the road at William Flack Place, Cllr EN said she had received a complaint. Cllr GO confirmed that Martin Barnes-Smith from Suffolk Housing had said at the last meeting that it is a private road and has not been adopted. *(Cllr NA arrived at 19.24pm)*  *Agenda item 10/39:* Cllr EN asked about the dropped kerb outside the chapel. DR said on February 26th David Stiles confirmed that he had placed a works order with KMG but was awaiting confirmation that they are happy to proceed before he can place the order and that could take 14 weeks.  **Clerk’s Report**  DR said she had passed the home cricket match dates to EFMS the grass cutters and noted the cricket club’s decision not to employ EFMS to spike the cricket square.  She had included an election poster and APM flier in April’s newsletter. She mentioned that she had nomination papers if anyone wanted them and said the deadline for submission was 4pm on April 9th. She had not, as yet, received requested information regarding Whepstead’s district polling number, but Cllr NA suggested that candidates would get that when they handed their papers in. The Police said they are no longer holding priority setting meetings and will let us know of future arrangements in due course.  She asked about ordering seven sets of labelled dividers from SALC for new councillors’ folders for £16.29. All agreed she should order. *(Cllr TC arrived at 7.30pm. Cllr GO adjourned the meeting and returned to agenda item 4)*  **County Councillors Report**  Cllr NA asked Cllr TC whether Highways ever did any cost/benefit analyses, as the diversion of traffic, while work was carried out at Harram Bottom, had caused even more damage to Chedburgh Road. He reiterated his view that Folly Lane should have a weight restriction, as the road was very narrow and had no drainage. Cllr TC to follow up.  Cllr EN asked Cllr TC to look into reducing the height of the verge in front of William Flack Place as pedestrians struggled to hop onto it to avoid traffic.  Cllr GO mentioned a number of complaints had been received about piles of soil that the residents of Stag House (a former pub) had put on the highway in front of their fence and asked Cllr TC investigate. Cllr GO said the residents had, in the past, requested white lines be painted there as a traffic calming measure, but these had been declined, so they appear to be trying to create a grassy bank/verge similar to those in front of neighbouring properties*. (Cllr TC left the meeting)*  **Clerk’s Report** *(Cllr GO returned to agenda item 10)*  Following discussion and a few agreed insertions it was resolved to adopt NALC’s latest Model Standing Orders – which contain updated rules on the Transparency Code, Model Financial Regulations and SALC’s Model Code of Conduct.  Cllr AM proposed and Cllr NA seconded that changes to Model Standing Orders (January 2015) be adopted. Cllr EN proposed and Cllr SD seconded that the Code of Conduct (June 2014) be adopted and it was proposed by Cllr NA and seconded by Cllr MM that the Model Financial Regulations (October 2014) be adopted. DR had circulated a review of the risk assessment ahead of the meeting. Cllr NA proposed and Cllr MM seconded that the risk assessment was in order. DR to circulate all documents to new councillors after the election ahead of the AGM.  **Finance**  DR said that she had received a £299.41 VAT refund and was awaiting the March bank statement in order to complete the end of year accounts, which she would circulate for approval at May’s meeting. It was agreed that she should ask Robin Drayton if he would mind internally auditing the accounts again.  There were seven invoices for payment:  Clerk’s pay £1,006.45  Clerk’s tax £87.40  Clerk’s expenses £157.40  CAS subscription 2015/16 £30  SALC payroll £16.80  SALC Election Briefing £24  SALC subscription 2015/16 £239  The authorisation of payments was proposed by Cllr AM and seconded by Cllr SD and the cheques duly signed. It was proposed by Cllr EN and seconded by Cllr AM that the bank reconciliation for the end of February be approved as correct and signed.  **Bank balances at 30th February 2014**   |  |  | | --- | --- | | Balance in Treasurers Account | 2,460.03 | | Savings account | 10,427.65 | | Total | 12,887.68 | | Less cheques not presented | 102 | | Total | 12,785.68 |   **Footpaths, Highways and Byways**  DR confirmed that on March 17th Patrick Scrivens said that the footpath had been given a high priority by the definitive map team, but it could take a month or two for them to report back.  Cllr GO said the volunteer working party was doing a great job and that Nicola Parrish from West Suffolk said that authorisation for £2,700 of s106 open spaces funding for the new footpath link had been made today.  Cllr GO asked the PC if they would be happy for him to contact Patrick Scrivens to ask what more could be done and also for him to continue work on the path after he steps down from Council. All gave him their support. He urged Parish Council to continue to push for Locality Budget funding from Cllr TC for two kissing gates at either end of the footpath on Evelyn Thomas’s land.  Cllr MM had received a complaint from a landowner about dogs not on leads. DR to mention in the newsletter and to remind people that bagged dog waste can be put in the normal black bin.  Cllr AM asked DR to approach Patrick Scrivens about the levelling of a 100m stretch of the footpath behind the chapel and to pass on his contact details as he would be happy to do the work in the summer.  DR also to report potholes in Tuffields Road and Chedburgh Road in front of Saxon House and Broadgate House.  **Correspondence**  None.  **Broadband**  Cllr NA suggested we should request information on how BT plan to route fibre based broadband to Whepstead, as there would be an outcry if it was on poles up Long Hill. DR and MM to compose a letter. He said that Horringer was due an upgrade within the next six months.  **Annual Parish Meeting April 24th**  Agreed that Jane Ballard, our guest speaker, should speak on the services that CAB offers communities like ours. DR to brief her and to provide food and drinks. Cllr EN to mention a new art club and second book club that has started. Cllr MM to talk about broadband. Cllr NA to talk about the new housing development and Cllr GO – with Theo Cutting’s approval - to talk about the new footpath. Florence Roby to talk about Hips N Haws. DR to circulate a list of who’s doing what. If we are short of prospective councillors Cllr GO to encourage candidates for co-option.  **Speed Watch**  Cllr EN said that another site has been identified outside the Old Rectory in Rectory Road but was awaiting Police approval. She asked Cllr AM if he would mind a large “Speed Watch Area” sign being erected on the post outside his house when the VAS wasn’t up. Cllr AM thought it was big and would obscure visibility coming out of his drive. Agreed it would be better erected on an A frame sandwich board during a speed watch monitoring session. Cllr EN to inform Jane Alfred.  **Trees**  Cllr SD said that Michael Rutherford hadn’t found a replacement for the dead tree opposite Three Ways as yet. It was agreed to move the Jubilee tree at the Community Centre forward five yards in the next few days.  **Suffolk Association of Local Councils Report**  None  **Whepstead Community Association Report**  Cllr GO thanked Cllr NA for fixing the potholes in the car park. Cllr AM said that due to family illness, Di Howe has relinquished her role as booking secretary to Lesley Kearney until December, but will remain as Treasurer.  The fete has been cancelled. The wine tasting raised a significant sum and the soup and puds evening made well over £700. Pat Porter has resigned from the committee and Cllr AM has decided to stay on as chair for another year. Cllr NA congratulated him for taking on so much at the community centre. Cllr AM said that Lesley Kearney was a massive asset to the committee. He added that a new ladies group had been started by Anne Robertson and a fitness instructor - who has moved into the Botting’s old house - hopes to start a session in the village soon.  **Chairman’s Comments**  Cllr GO said that if everyone agreed then he was happy to continue running the village website and dealing with the VAS. Everyone thanked him and agreed that they were more than happy with the arrangement.  **Any Other Business**  Cllr GO said that it was his responsibility to chair the first agenda item of appointing a new chairman at the AGM and then he would leave.  The meeting closed at 9.05pm  Signed………………………………………………..Dated……………………… |