**Draft Minutes of the Meeting**

**Of the Parish Council on**

**Wednesday October 5th 2016 at 7.30pm**

Attendees: Councillors N Aitkens - NA

 M Morris - MM

 A Robertson – ARR

 N Mann – NM

 D Till – DT

 L Smith - LS

Clerk D Rix – DR

County Councillor T Clements - TR

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| 1/1332/1343/1354/1365/1376/1387/1398/1409/14110/14211/14312/14413/14514/14615/14716/14817/14918/15019/151 | **Apologies for Absence**Cllrs Stanley Durrant and Angela Rushen**Declarations of Interest**None**Borough Councillor’s Report** *(sent in advance of the meeting)*In her report Cllr AR mentioned a public meeting with Tim Passmore, the Police and Crime Commissioner to be held at Moreton Hall Community centre, on October 19th from 6.30pm. She urged the village to think about any capital projects that might qualify for RIGS (Rural Initiative Grants Scheme) as there was still over £50,000 in the pot. She also had £500 available for the village through her Locality Budget. **County Councillor’s Report** *(Cllr NA brought forward agenda items 13 and 11)*Cllr TC said that following a lengthy consultation period a submission on Norfolk and Suffolk Devolution would soon be made to the Secretary of State. Better Broadband was progressing well with 87% fibre coverage and a target of 90% coverage in Suffolk by the year-end. He said improvements with the 2Mbps infill scheme were also being made, opening it up to wireless as well as satellite broadband providers. He welcomed Matthew Hancock’s appointment as Minister for Digital and Culture. The installation of poles from Horringer Exchange to Whepstead’s green cabinet was complete and the cabling for fibre broadband almost finished. The PC had received a few complaints regarding the impact the poles had on the view, but councillors agreed we would quickly get used to them, despite original plans leading us to believe the cabling would be in ducts underground. Cllr NA also said we would need assurance that if a pole came down that broadband – as well as the phone line - would not be affected and if that did happen the issue would be resolved extremely quickly. DR said she had heard from a number of villagers re: broadband.She had spoken to Jonathan Chown of Suffolk Better Broadband who would let her know (hopefully in the next week or so) when residents could start asking for upgrades from their providers (BT, Sky, TalkTalk etc.) He said that they were six years into a 10 year programme to provide 100% of premises in Suffolk with superfast broadband and those with phone lines on the boundary of the coverage area of the new cabinet in Whepstead could expect only 4Mbps. But the plan is to install another two cabinets around the village (one near the Rede Road/Old School Road junction, the other in Tuffields Road) to extend superfast speeds. However there is no current timeframe for this as no funding for it is yet in place. Only 112 premises at the following postcodes: IP29 4SU, 4TN, 4ST, 4TE, 4SY, 4TB, 4TD, 4TF, 4TW, 4SR, 4SS, 4UA, 4TA, 4TR, 4TP, 4SP will benefit from the first phase. Once live, users can check their speeds with their service providers or the Openreach line checker and choose whether or not to upgrade. Cllr TC asked to be copied in to correspondence regarding Broadband in the village. Cllr NA had spoken to Guy Smith at Suffolk Highways about flooding at Harram Bottom. Because it does not affect any properties it is considered a low priority and would be expensive to improve. He suggests a cyclic cleaning regime in the autumn/winter might be the most cost effective way of controlling debris build up at the end of the pipes. Cllr NA suggested the PC keep a log of how many times and for how long the River Lark floods there. DR to ask Guy Smith if steps could be constructed there so that when debris is pulled away from the pipes it can be cleared properly. Cllr NA also mentioned the plethora of road signs that are abandoned long after work on the roads in the village has been completed and suggested they are rounded up and left at the Community Centre for SCC to pick them up. Guy Smith had noted Cllr NA’s concerns about traffic being diverted onto Pages Hill Road and said he would make a note on his computer so that it didn’t happen in future. Cllr NA said that the village - with its team of volunteers who regularly cut the footpaths and verges and volunteer litter pickers – was keen to work with the Council in getting things done.DR to report potholes outside Halfway Cottage on the B1066, on the Brockley Road near Tuffields Road and on the corner where Old School Road meets Chedburgh Road. *Cllr TC left the meeting at 7.55pm*. **Public Forum**None **Planning Applications****DC/16/2122/HH – Willow Dene, Rede Road**Detached double garage. Councillors agreed to support the application.**DC/16/2158/TCA – Beechwoods, 4 Rectory Grove**Fell a sycamore and reduce the height from 12m to 8m of a lime tree. Councillors supported the application. Cllr NA suggested a five year review of planning applications to see whether, after completion, councillors still held the view they did when commenting before planning had been granted. **Minutes of the Meeting held on August 31st 2016**Cllr ARR proposed and it was seconded by Cllr LS that the minutes were a true record. **Matters Arising from the Meeting on August 31st.**  DR said that no one had yet come forward about upgrading the noticeboard outside The White Horse. **Clerk’s Report**DR had received a request from Jane Alfred to buy another 50 30mph bin stickers. Residents of Old School Road would need two each and there were still people in Brockley Road who wanted them. Councillors supported her request. DR said that SCC’s OneSuffolk web hosting service was closing and from November 1st, Community Action Suffolk would automatically take over responsibility for the website facility for an annual fee of £50+VAT. Many councils have complained Nov 1st was too short a deadline and other players - notably Suffolk.cloud - have also said they could offer the service. DR to ask other parish clerks what they are doing and report back to councillors before the deadline.DR said she had emailed Steve Nutt regarding a Poppy wreath but had not heard back. She had £18 to give to Di Howe from the sale of commemorative coins and she had passed a request about our play area from Pat Lamb – clerk to Hartest PC – to Di Howe. G O’Dell is away but will talk to the volunteers about the suggestion of bulb planting near the new footpath on his return.Councillors confirmed they had received next year’s PC meeting dates.**Finance** DR was pleased that, despite assurances from BDO to the contrary, she had not received an issues arising report, which meant there was nothing in her submission that they were concerned about. The Conclusion of Audit Notice and Section 1-3 of the Annual Return were on display on the noticeboard and on the website for 14 days. Cllr ARR proposed and Cllr DT seconded that BDO’s certificate be approved and accepted by the PC.There were five invoices for payment: BDO LLP – audit fee £156 (£100 because 2015/16 income was over £10,000, £30 due to Clerk error, plus VAT of £26) Vertas Ltd – grasscutting (Jul-Sep) £415.17Clerk’s fee (Jul-Sep) £799.49Clerk’s tax (Jul-Sep) £115.80Clerk’s expenses (Jul-Sep) £128.32Cllr MM proposed and Cllr ARR seconded that the bank reconciliations for the end of August be approved and the cheques signed. **Bank balance at August 31st 2016**

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| Balance in Treasurers Account | 11,973.58 |
| Savings account | 10,435.45 |
| Total | 22,409.03 |
| Less cheques not presented |  196.98 |
| Total | 22,212.05 |

Cllr DT had carried out a six monthly check of the accounts and found them to be adequate and satisfactory.DR circulated a draft precept and explained that from 2017 there would be no grants available. Last year we received £531.She explained that if villagers were asked to pay the same £38.61 a year contribution to the Parish Council as last year, then (assuming the same tax base of 215.57) we would have to ask for a precept of £8,323, which was £290 short of the draft she had drawn up.Councillors were asked to look at all the figures for discussion at the November meeting. Precepts do not have to be submitted until the end of January.It was agreed that Earmarked Reserves and the ring fencing of monies would be discussed in more detail at the next meeting **Footpaths, Highways and Byways**Now the new footpath is fully operational, Cllr NA suggested approaching the Cuttings to see if they would like the meadow restoring to a wildflower meadow and said if they were keen perhaps we could ask if organisations would like to get involved at the APM.Regarding a question from the PCC about the maintenance of gravestones where families can’t be traced, Cllr NA said that the Borough Council deals with it, and they will try and recover money from families if they can be found. Cllr NA to ask Lizzie Nutt, on her return from holiday, exactly where she would like footpaths to be cut. **Neighbourhood Watch Scheme**Cllr LS said that due to limited resources we might have to wait a while for the three signs she had requested from Suffolk Neighbourhood Watch. She urged people to attend the Police and Crime Commissioner’s public meeting at Moreton Hall on October 19th and said there had been a number of issues of fly tipping recently. Thankfully no crimes had been committed in Whepstead. **Broadband***(See agenda item 4 above)***Trees**Nothing to report.**Suffolk Association of Local Councils**DR has forwarded details of the SALC AGM in Elmswell on November 14th to Cllr Durrant. **Whepstead Community Association Report** Cllr ARR said the Jumble Sale was on Oct 8th at 2pm and Fun, Food + Fireworks on Nov 5th from 5.30pm. The hall would be closed for a week from November 11th for redecoration. Help was still required especially on Saturday 12th. October 17th is the deadline for entry to the Whepstead’s Got Talent contest to be held on November 26th. If no further acts come forward it may have to be abandoned. Quotes are being considered for the kitchen refurbishment and it is hoped that a grant might be available for it. The suggested changes to the playground are now on the back burner. The next meeting is on October 18th. CPR refresher/beginner courses will take place on October 19th at 2.30pm, November 8th at 7.30pm and November 29th at 7.30pm. **Correspondence** None**Chairman’s Comments**Cllr NA said the Greek night was great fun and thanked Cllr ARR for all her hard work. **Any Other Business**  The next meeting on November 2nd will be at 7pm. The meeting closed at 9pm Signed………………………………..Dated……………… |