**Draft Minutes of the Meeting**

**Of the Parish Council on**

**Wednesday March 29th 2017 at 7.30pm**

Attendees: Councillors N Aitkens - NA

M Morris - MM

L Smith – LS

A Robertson – ARR

S Durrant –SD

Clerk D Rix – DR

Borough Councillor Angela Rushen - AR

County Councillor Terry Clements – TC

SCC Conservative Candidate Karen Soons - KS

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| 1/45  2/46  4/47  3/48  16/49  6/50  5/51  7/52  8/53  9/54  10/54  11/55  12/56  13/57  14/58  15/59  17/60  18/61  19/62  20/63  21/64 | **Apologies for Absence** Cllrs DT and NM (illness)  **Declarations of Interest**  Cllr NA Planning Application DC/17/0198/OUT  **County Councillor’s Report** *(Report circulated ahead of the meeting. Cllr NA brought forward agenda item 4)*  Cllr TC spoke passionately about his work to improve mental health services in Suffolk. He said that now the weather is improving potholes are starting to be filled. Cllr NA said many potholes in the village were a matter of urgency, especially the one on Church Hill. DR to forward details of the Feb 20th reporting of them to TC. Cllr NA thanked Cllr TC for all his hard work as a County Councillor over the past 12 years and wished him well in his new role as Mayor. He appreciated Cllr TC’s efforts to improve mental health services and said despite having a very active Chapel, Church and WCA in the village, he recognised more needed to be done to encourage those who live alone to get out and meet people. Cllr TC said that Buddy schemes seemed to work.  **Borough Councillor’s Report** *(Report circulated ahead of the meeting)*  Cllr AR explained Public Space Protection Orders. As the community centre play area already has signage warning about dog fouling, it was felt we did not need to sign up for inclusion in the orders. DR to report decision to West Suffolk. Regarding the new Town Management Plan which will shape Bury for the next 20 years, Cllr AR urged everyone to have their say online or at Bury market on April 8th. Cllr NA suggested it would be better if the consultation period was after villages had had their Annual Parish Meetings as those would be a good chance to discuss them.  **Suffolk Housing – Criteria for housing in Whepstead** *(Cllr NA brought forward agenda item 16)*  Cllr NA explained that unless people are on the waiting list they would not know if a house in Whepstead became available. When there is a vacancy we need to let people in the village know as priority is given to those with a connection to the village. DR to ask Suffolk Housing to let us know so we can make villagers aware. Cllr AR to speak to the allocations officer Andy Hope.  **Planning Applications (***Cllr NA moved to agenda item 6)*  DC/17/0198/OUT – One dwelling with garage and new access at Finches Meadow on Tuffields Road. As a neighbour to the landowner, Cllr NA asked Cllr MM to chair the discussion. Although similar in some ways to the application to develop land next to The White Horse, councillors said that this wasn’t infill, but was in open countryside. It was also a long way outside the development boundary and therefore they unanimously agreed to recommend refusal.  DC/17/0423/TPO – Fell one yew at Dutmoss House, Whepstead Road  After reading the tree surgeon’s report that 75% of the leaves were missing, councillors agreed to approve the application.  **Public Forum**  Karen Soons declined Cllr NA’s invitation to speak.  **Minutes of the meetings held in February**  Cllr LS proposed and it was seconded by Cllr ARR that the minutes were a true record.  **Matters arising from the minutes of the February meeting**  None  **Clerk’s Report**  DR said the renewal quote from Vertas for grounds maintenance at the Community Centre was £1,459.74 + VAT = £1,751.68. Mortimer Contracts had quoted £100 + VAT per visit. Bearing in mind we ask for up to 25 cuts a year, that could add up to over £3,000. It was proposed by Cllr SD and seconded by Cllr MM that the Vertas tender be accepted. It was decided that a suggestion that the money the PC paid for grass cutting be given to the cricket club which had found some old 1972 gang mowers would not be work.  DR had given the home cricket match dates to Vertas and had asked for the play area to be cut before a four day booking by the Caravan Club over Easter.  Hartest has extended the consultation period for its Neighbourhood Plan until May 20. DR had renewed the PC’s membership to CAS for free and had put details of the County Councillor elections on the noticeboard.  DR to put WPC meeting times on the agenda for the May meeting.  **Finance**  DR said that based on last year’s hours, a proposed pay rise for part-time clerks from 8.717 to 8.863 an hour (a rise of 0.146p) would add £74.33 to her salary. Cllr LS proposed and it was seconded by Cllr MM that DR should receive the salary rise from April. DR said she had received a VAT repayment of £315.15 and she would give the finance folder to David Till for checking. It was agreed that she should ask Robin Drayton to internally audit the accounts.  There were four invoices for payment:  £931.34 – Clerk’s fees Jan-Mar  £62.40 – Clerk’s tax  £134.67 – Clerk’s expenses Jan-Mar  £425.17 – Vertas grass cutting Jan-Mar  **Bank balance to end Feb 2017**   |  |  | | --- | --- | | Balance in Treasurers Account | £8,157.41 | | Savings account | £10,438.07 | | Total | £18.595.48 | | Less cheques not presented | £425.17 | | Total | £18,170.31 |   Cllr ARR proposed and Cllr MM seconded that the bank reconciliations for February were correct and the signing of the cheques approved.  **Risk Assessment**  Cllr NA, Keith Feakes and DR had looked at the bus shelter and it was decided that it would not be necessary to replace the whole roof, but relay a few tiles and fix some holes in the felt. Cllr NA to speak to Ian Curnow as the shelter is on a joint party wall before getting a new quote for the work. Graham O’Dell said that the benches were being oiled today ready for the cricket season. He also offered to oil the noticeboard and would then start work on the pub noticeboard. So far he has spent around £30 on oil and white spirit. Cllr NA proposed we make expenditure (petrol etc.) incurred by the Doughnut Gang an agenda item for May’s meeting.  **Footpaths, Highways and Byways**  DR thanked Karen Soons who had reported a number of potholes and leaning signs to Highways while helping with our Litter Pick on February 19th. She said she would photograph the Church Hill one and send it to them again when she canvasses in the village on Saturday. She would also photograph and report one near Pera on Old School Road.  DR to ask the Art Group if they would like to draw a village footpath map. DR suggested John Richmond might like to add some nature notes to it.  **Neighbourhood Watch Scheme**  Cllr LS apologised that she would not be at the APM in April, but she had heard that PC Marshall would try to attend. DR to ask if we could publish his contact details in the newsletter. Cllr LS was shocked not to have been included in any Police Connect or Rural South Watch correspondence about a disturbed burglary in Hawstead at 4.30pm on March 20th where KS had been canvassing.  **Broadband**  On March 22nd, Jonathan Chown said that the fibre broadband build was complete and it had been handed over to the retail service providers for ordering. That normally took a few weeks for the various availability and ordering systems to be updated, but he imagined residents would be able to place their orders to upgrade to fibre by the middle of April.  **Annual Parish Meeting April 21st**  Jane Corcoran of West Suffolk Beekeepers and a Whepstead resident was coming to speak and would like the use of our projector and screen. DR to invite community groups to speak. Cllr NA suggested directly approaching those who had attended in previous years. DR to organise glasses, drinks and nibbles and circulate a draft agenda soon.  **Suffolk Association of Local Councils Report**  None  **Whepstead Community Association Report**  Cllr ARR said the RIGS application for the kitchen refit had been submitted. There would be a coffee morning on April 8th 10-12pm selling cakes and books. Teams of 4-6 were sought for a Quiz Night on April 22nd at 7.30pm. There would be a fish supper, price £10. “An Afternoon with Nigel Oakley” of Rede Hall has been arranged for Sunday 30th April at 3pm. Tickets £7.50 to include tea and cake.  She said the WCA was very grateful for the promise of a donation towards the kitchen fund and liked the suggestion of a lunch club/coffee mornings for the vulnerable residents of Whepstead. Di Howe would contact DR regarding access to the website.The next WCA meeting will be on Tuesday 18th April 2017 at 7pm.  **Correspondence**  None  **Chairman’s Comments**  None  **Any Other Business**  The meeting closed at 9.05 pm  Signed………………………………..Dated……………… |