­­WHEPSTEAD PARISH COUNCIL

**Minutes of the Meeting**

**Of the Parish Council held on**

**Wednesday August 19th at 7.30pm**

Attendees: Councillors N Aitkens - NA

M Morris – MM

S Durrant - SD

L Smith – LS

A Robertson – ARR

D Till – DT

N Mann - NM

Clerk D Rix - DR

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| 1/121  2/122  3/123  4/124  5/125  6/126  7/127  8/128  9/129  10/130  11/131  12/132  13/133  14/134  15/135  16/136  17/137  18/138  19/139  20/140 | **Apologies for Absence** Angela Rushen (SEBC), Terry Clements (SCC), Anthony Welford (PCSO). Cllr NA welcomed Cllrs NM and DT to their first parish council meeting. He said that while meetings were generally informal, he hoped that they felt proceedings were conducted in a correct and proper way and urged them to speak up if they felt that anything said was inappropriate.  **Declarations of Interest**  None  **Borough Councillor’s Report**  Cllr Angela Rushen’s report had been circulated ahead of the meeting. Cllr NA said that of particular interest was the proposed closure of BSE’s Magistrates Court. He said that they were supposed to provide local justice. If the closure goes ahead people from Haverhill would have to travel to Ipswich for justice.  DR to write to MP Matthew Hancock.  **County Councillor’s Report**  Cllr Terry Clement’s report had been circulated ahead of the meeting. Cllr NA urged councillors to contact our borough and county councillors if they had any issues as they were very approachable.  **Community Police Officer’s Report**  PCSO Welford had sent a report ahead of the meeting. There have been no reported crimes since our meeting on July 1st. Since July, 16 letters have been sent by the community speed watch team, while the police have visited two drivers for excessive speed through the village. The police have also carried out their own speed check. One traffic offence report, two verbal warnings and five police letters have been sent out. The next time Whepstead will be targeted for speeding is February. Cllr NA thanked Cllr LS for taking on responsibility for neighbourhood watch in the village. DR to support her with contact details for villagers and to include a regular neighbourhood watch item on future agendas.  **Public Forum**  None  **Planning Applications**  **DC/15/1312/FUL** – Mr & Mrs Bradford, Old Post Office, Brockley Road  Councillors voted to support the application. DR to report decision. She had emailed details today of a variation to the planning application **DC/15/1524/VAR** for West View, Old School Road involving the removal of a privacy screen from a Juliette balcony. She had not yet received the hard copy. Cllr NA urged councillors to email the clerk with their comments and if anyone felt the need for a meeting to discuss it to let her know. The consultation deadline expires on September 9th. DR to report decision.  **Minutes of the Meeting held on July 1st 2015**.  DR to amend the date on the minutes and in future - to avoid confusion - use the initials ARR for Cllr Robertson and AR for Cllr Rushen.  Subject to the amendments being made, councillors voted to accept the minutes as a true record.  **Matters arising from the minutes of the meeting held on July 1st 2015**  None  **Clerk’s Report**  DR said she had organised the archive cupboard in the community centre with the help of Graham O’Dell. She had reported growth on the footpath opposite Owl Cottage and the overgrown byway linking Pages Hill with Old School Road. Having reported the uneven pavement between Hall Farm and Rectory Road, SCC Highways said that it would monitor the pavement’s condition, but did not consider it a priority.  She said three new posts had gone up for more chevrons on the bend outside the community centre. She circulated copies of the SCC footpath cutting schedule and the agreed map for the new footpath at the bottom of Church Hill. She sought and gained approval to buy a frame for a large map of the footpaths in the village to be put up in the Community Centre – Iikely cost £30 to £40. She sought and gained approval to buy a bottle of wine for Robin Drayton for internally auditing the accounts. She had circulated next year’s meeting dates ahead of the meeting and would forward to Di Howe and other interested parties. Cllrs agreed that the WPC should fund a poppy wreath. DR to ask Steve Nutt regarding its purchase.  **Finance**  There were 3 invoices for payment:  Hall Hire April-June £37.50  SALC Cllr briefings £60  Came & Co insurance renewal of £159 (due end of September)  DR said she had sent the accounts to the external auditor before the July 13th deadline. As part of a review questionnaire that WPC was randomly asked to complete this year, BDO said that the minute evidence provided saying that we had reviewed our risk assessment wasn’t enough. In future we need to minute discussion of the risks facing the parish council. DR suggested that this should be in March. As a result there will be a qualification in our audit report. DR circulated another Lloyds Bank mandate form for signatories to sign and a mandate to sign up for “view only” internet banking.  It was proposed and seconded that the cheques be paid and the bank reconciliations for the end of June and July be duly signed.  **Bank balance at 30th June 2015**   |  |  | | --- | --- | | Balance in Treasurers Account | 12,473.54 | | Savings account | 10,429.36 | | Total | 22,902.90 | | Less cheques not presented | nil | | Total | 22,902.90 |   **Bank balance at 30th July 2015**   |  |  | | --- | --- | | Balance in Treasurers Account | 10,894.42 | | Savings account | 10,429.79 | | Total | 21,324.21 | | Less cheques not presented | nil | | Total | 21,324.21 |   **Footpaths, Highways and Byways**  Cllr NA read out a report from Graham O’Dell who said that the footpath working party had had several work mornings in July and August. Alan Perkins and Harry Edrich had re-planked and repainted an old bench found near the riverside walk (DR circulated a before and after picture). He said the VAS is back in the village until August 28th and asked whether the WPC would consider paying for some bulbs to plant alongside the riverside walk. Councillors agreed to pay up to £90 from the open spaces funding money that was secured following the affordable housing development. DR to report a pothole on the bend on Chedburgh Road between Saxham House and Dave Hurst’s bungalow.  **Update on Footpath to Church on Church Hill.**  Cllr NA had spoken to SCC Highways who told him that because the footpath had been kerbed by the barn developers that it was not their responsibility. If it was still grassed or covered in tarmac, then that would have been different. Cllr NA said he thought it terrible that for generations villagers had walked along there to church and that it was no longer available to them and that the owners were within their rights to plant a hedge. If the other property owners planted similar hedges the entrance to the church would be blocked.  DR asked to look back at planning consent granted when the barn conversions were made.  **Broadband**  Cllr MM has asked a senior executive at Open Reach to find out where we are on the rollout schedule for Better Broadband. Suffolk Better Broadband said we should know in October.  **Trees**  Steve Nutt has agreed to take over as Tree Warden. Cllr SD said that Michael Rutherford had said that he can provide a new millennium tree for outside Three Ways in the autumn. He said the laterals on the trees in Straight Road needed cutting back. Cllr SD to ask G O’Dell’s working party whether they could help.  **Suffolk Association of Local Councils**  Cllr SD said he is going to a SALC meeting on September 19th.  **Whepstead Community Association Report**  Cllr ARR apologised that she hadn’t made the last WCA meeting but had seen the minutes. The Jumble Sale made £401.25. Curry Night is on October 10th, a Fashion Show on Oct 4th and a New Orleans and Trad Jazz night on November 1st. Fun, Food and Fireworks is on November 7th. She said the WCA bank balance was £7,954. DR to check whether there is any overlap with the WCA and WPC insurance policies.  **Correspondence**  DR said the St Edmundsbury Autumn Parish Conference was on October 12th in Haverhill, Jeff Pyne had thanked the WPC for supporting his planning application and there was an emergency planning workshop in BSE on October 5th.  Cllr NM suggested it would be great for the village to have a defibrillator. She will investigate costs and Cllr ARR to ask the WCA regarding fundraising for one.  **Chairman’s Comments**  Cllr NA thanked everyone for coming.  **Any Other Business**  None  The meeting closed at 8.50pm  Signed………………………………..Dated…………………………………. |