**Draft Minutes of the Meeting**

**Of the Parish Council held on**

**Wednesday January 6th 2016 at 7pm**

Attendees: Councillors N Aitkens - NA

M Morris – MM

A Robertson – ARR

L Smith – LS

N Mann - NM

Clerk D Rix – DR

Borough Councillor A Rushen – AR

County Councillor T Clements - TC

Members of the public D Howe - DH

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| 1/1  2/2  5/3  6/4  4/5  3/6  7/7  8/8  9/9  10/10  11/11  12/12  13/13  14/14  15/15  16/16  17/17  18/18  19/19  20/20 | **Apologies for Absence** Cllr Durrant  **Declarations of Interest**  Cllr NA planning application DC/15/2288/HH and DC/15/2289/LB Cages Farm  **Public Forum** *(Cllr NA brought forward agenda item 5)*  Di Howe handed over a copy of the WCA accounts for the end of 2014. DR to circulate. She asked for the PC’s financial support and help promoting an event to celebrate the Queen’s 90th birthday next June. Cllr NA congratulated DH on the fantastic job the WCA does for the village and the success of some recent events like the Fashion show, Curry night and Fun, food and fireworks. He said it would be good to support such an event. Councillors were asked to consider possible event ideas and pass them to DH or the clerk. Cllr NA said it would be good to know where the WCA needed help with ongoing costs like annual pat testing, insurance etc. DH asked for potholes in Tuffields Road to be reported. *(DH left the meeting)*  **Planning Applications** *(Cllr NA brought forward agenda item 6)*  **DC/15/2471/FUL** – Roseville, Brockley Road  The application for a new two storey dwelling and two bay cart lodge with office space above was discussed. All agreed there was nothing contentious and voted to support the application.  **DC/15/2288/HH & DC/15/2289/LB** – Cages Farm, Tuffields Road *(Cllr NA left the meeting)*  The application to demolish the existing garage and outbuildings and build an extension to the existing accommodation and new garaging was discussed. Councillors agreed they had no objections.  **County Councillor’s Report** *(Cllr TC arrived at 7.20pm)*  Cllr NA said that he was pleased that the hedge planted on highway land on Church Hill had – all bar one plant – been removed. But he was disappointed that it had personally cost him a search fee on the property register to prove it was Highways land and that SCC hadn’t defended it more rigorously.  He was also disappointed to see Highways had put up traffic lights to clear drains after flooding at the bottom of Harram Bottom 10 days after Hugh Maddever and his grandson had already cleared them. Complaints were also made about incomprehensible diversion signs being erected when no roads were closed. In Rectory Road a sign had been up for a week when road works had taken only half a day. Cllr TC said he would raise the issues at a meeting he was having tomorrow. He said that there was a chance of a 2% rise in council tax to cover adult care services, but as yet he didn’t have any details*. (Cllr TC left the meeting at 7.30pm and Cllr AR arrived)*  **Borough Councillor’s Report** *(attached)*  Cllr AR said that the Pattles Grove application would go to delegation panel next week. If anyone from Parish Council wanted to speak they could. But she said that enforcement was now in abeyance and she didn’t think the PC’s recommendation of a s106 agreement would be possible, as they are not popular with the NPPF (National Planning Policy Framework) It might be possible to tie in the new stud buildings with Pattles Grove House, but she thought it unlikely and she felt the application would go through.  Cllr MM said that it was sad that the application had not been made in a spirit of openness. Cllr NA thanked Cllr AR for all her help dealing with it*.*  An application for 100 caravan pitches at West Stow Country Park would no longer be discussed at the Development and Control meeting tomorrow as Cllr Tim Marks had died during a site visit on Monday. Regarding a likely £40 a year charge for brown bin collections from April 1, she said it was something residents had to opt in to.  *(Cllr AR left the meeting at 7.50pm)*  **Minutes of the meetings held on Decemer 9th and 30th 2015**.  Agenda item 9/189 - *“Five manikins had been delivered (four returned!)” to be replaced by “Fifty manikins had been delivered (forty returned!)”*  Agenda item 4/206 – *“A viable commercial stud farm.” to be replaced by “A viable commercial stud farm of the size proposed.”*  Subject to the agreed amendments, it was proposed by Cllr MM and seconded by Cllr ARR that the minutes were a true and accurate record of the meeting and should be signed by the Chairman. It was agreed that in future DR should circulate the draft minutes to councillors before uploading them to the website.  **Matters arising from the Minutes of the meeting on December 9th and 30th**  Agenda item 9/189 - Cllr ARR said that the defibrillator had arrived.  Agenda 17/198 – Cllr ARR said that the Red Cross Basic First Aid Course scheduled for February had been cancelled due to lack of interest and that CPR training for the defibrillator couldn’t go ahead until the projector had arrived.  Cllr NM suggested that the CCG (Clinical Commissioning Group) website might have some useful first aid leaflets. She also suggested organising a first aid course to tag onto another village event.  Agenda item 12/193 – Patrick Scrivens said that fencing along the river at the bottom of Church Hill was no longer required thanks to the working party making the area safe.  **Clerk’s Report**  The Police will carry out a speed check in the village on Feb 21 the morning of the Litter Pick. DR has organised for all the equipment to be delivered and will phone villagers for help. Cllr NA offered to help. She will put a full page ad requesting helpers in the February newsletter, organise tea and coffee and take photos of the rubbish collected and upload the pictures for the newsletter and website. Cllr NA to ask for the use of Andrew Maddever’s pick up and Cllr MM to bring the map and organise pickers on the day.  Lawshall’s Tom McLelland explained that the village is drawing up a Neighbourhood Plan so that it can have some control over what kind of development it gets in the event that Babergh proposes any there. A villager survey is being conducted soon and the plan should be in place by the end of the year.  Cllr NA to help DR carry out the annual risk assessment. DR has signed up for website training with SALC, but after guidance from Graham O’Dell is already uploading PC information in his absence.  The need for a speaker for the Annual Parish Meeting in April was discussed.  **Finance**  There were 7 invoices for payment:  Vertas Group Ltd (grass cutting Oct-Dec) £401.10  WCA (hall hire Jul-Dec) £50  WCA (newsletter contribution) £600  ARO (Parliamentary election fees) £21.34  Diane Rix (clerk’s fees) £933.41  Diane Rix (clerk’s exes) £117.65  HMRC (clerk’s tax) £70  DR explained that as SALC’s finance officer was on holiday she had had to guestimate her pay and tax and would put it right at the next meeting.  It was proposed by Cllr MM and seconded by Cllr NM that the cheques be paid and the bank reconciliations for the end of December be duly signed.  **Bank balance at 30th December 2015**   |  |  | | --- | --- | | Balance in Treasurers Account | 8,515.10 | | Savings account | 10,431.98 | | Total | 18,948.08 | | Less cheques not presented | 47.50 | | Total | 18,900.58 |   **Precept**  DR circulated figures showing that we would need to ask the Borough Council for a precept of £8,323 (£8,045) a rise of £278 if we were to ask villagers to pay the same £38.61 as last year. After discussion all agreed to do this. It was proposed by Cllr DT and seconded by Cllr LS that the Precept form be signed by the Chairman and Clerk and submitted to the Council before the January 31 deadline.  It was agreed to delay discussion of the proposed new audit procurement process after SALC confirmed the deadline for opting-in or out had been moved from January 31 to March 31, as a number of issues were unclear.  **Footpaths, Highways and Byways**  The creation and diversion of the footpath at the bottom of Church Hill was progressing as planned. Cllr NA said that the working party must be thanked at the APM for all the work they do in keeping the village looking smart.  **Neighbourhood Watch Scheme**  Cllr LS mentioned the shocking pictures that were being circulated by Police Connect of the distraction technique used in an ATM fraud in BSE. DR to mention how to sign up to Police Connect in the newsletter. Cllr LS said with big Government funding cuts the police was undergoing a time of great change. In future there would be only three public access points across the county - Ipswich, Lowestoft and BSE - 18 Safer Neighbourhood Teams - working on crime based on threat, harm, risk and vulnerability and 68 PCSO posts would be removed as part of a redesign of SNTs.  Our current team of police officers and PCSOs would remain in place until April. Police had confirmed that CCTV signs could not be used in the village unless there was a camera in place.  **Broadband**  Jonathan Chown – Suffolk Better Broadband – said that a series of villager briefings, facilitated by county councillors, would be rolled out once their final deployment plan with BT was contractually agreed.  **Trees**  Nothing to report.  **Self Build**  DR had been unable to find anything relating to West Suffolk, but would continue to look for some local initiatives.  **Suffolk Association of Local Councils**  Nothing to report  **Whepstead Community Association Report**  Cllr ARR said that there had not been a meeting in December, the next one was on January 19.  **Correspondence**  None  **Chairman’s Comments**  Cllr NA reiterated arrangements for the Litter Pick.  **Any Other Business**  Cllr NA thanked everyone for coming.    The meeting closed at 20.50pm.  Signed………………………………..Dated…………………………………. |
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