**Draft Minutes of the Meeting**

**Of the Parish Council on**

**Wednesday July 5th 2017 at 7pm**

Attendees: Councillors M Morris - MM

L Smith – LS

A Robertson – AR

D Till – DT

N Mann - NM

Clerk D Rix – DR

County Councillor Karen Soons - KS

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1/92  2/93  3/94  4/95  5/96  6/97  7/98  8/99  9/100  10/101  11/102  12/103  13/104  14/105  15/106  16/107  17/108  18/109 | **Apologies for Absence** Cllrs NA and SD  **Declarations of Interest**  None  **County Councillor’s Report** *(Report circulated ahead of the meeting)*  Highlights included the news that Deborah Cadman is going to take up a new chief executive role in the West Midlands. A number of other appointments - including a new Assistant Portfolio Holder for Audit & Performance Highways - suggest that Highways is something that the Council is taking very seriously.  Stage 6 of the 2017 Tour of Britain will take place in Suffolk on September 8th starting in Newmarket and finishing in Aldeburgh. A consultation has taken place for a Travelodge to be built near Tesco.  Following a villager request, KS said that applications for Borough Councillor need to be submitted to Kerry Buist as a matter of urgency, as she believed interviews were starting next Tuesday. DR to forward contact details.  KS welcomed the new proposed single council to replace Forest Heath and St Edmundsbury as it would deliver more savings, but it would probably follow the boundary review in 2018. (*KS left the meeting)*  **Public Forum**  None  **Planning Applications**  DR said she had reported the decision to support the Plovers application for an air source heat installation before the June 15th deadline.  **Minutes of the meetings held in May**  Cllr DT proposed and it was seconded by Cllr AR that the minutes were a true record.  **Matters arising from the minutes of the May meeting**  Cllr MM pointed out that Ian Curnow, who shares a party wall with the bus shelter and said he was happy to work with the PC in retiling the shelter roof, has put his house on the market.  **Clerk’s Report**  DR had asked Guy Smith about a sign reminding people of the roadworks in BSE, but he had not felt it was necessary. Andrew Maddever wanted to let the PC know that Barrow Heath Shooting Ground would be holding two shoots, one on August 28th the other September 10th. Both would take place at the bottom of the track beside the layby on the Bury side of the Community Centre.  It was agreed that DR would make a nomination for Groundwork Community Awards, and also agreed DR would thank Robin Drayton for internally auditing the accounts with a bottle of wine. DR would be away from July 9th-15th.  **Finance**  DR said that Robin Drayton had internally audited the accounts and that she had posted them to BDO the external auditor. The deadline for submission was July 10th. With the PC’s agreement, DR had stopped the original cheque to Graham O’Dell and issued a new one.  There were five invoices for payment:  £992.66 – Clerk’s fees Apr-Jun  £31 – Clerk’s tax  £182.02 – Clerk’s expenses Apr-Jun  £437.90 – Vertas grass cutting Apr-Jun  £18 – SALC six months payroll  **Bank balance to end May 2017**   |  |  | | --- | --- | | Balance in Treasurers Account | £14,873.81 | | Savings account | £10,439.34 | | Total | £25,313.15 | | Less cheques not presented | £286.39 | | Total | £25,026.76 |   Cllr DT proposed and Cllr AR seconded that the bank reconciliations for May were correct and the signing of the cheques approved.  **Footpaths, Highways and Byways**  DR had still not heard from the Green Access Team about the production of a footpath map. The road sign opposite Sharpe’s Lane on the B1066 was still down, DR to report again. The public footpath next to Whepstead Manor on Straight Road needs cutting.  **Neighbourhood Watch Scheme**  Cllr LS had written an item for the August newsletter regarding bike security and said Bob from Rural South Watch had reported lots of suspicious vehicles. DR had forwarded his email requesting contact with the Community Speed Watch team to Jane Alfred.  **VAS Speed Camera**  DR said that, unusually, the radar in the VAS was broken and was going to cost around £640 + VAT plus delivery to fix, not the £150 originally quoted. It was out of warranty. She said that Chedburgh – who shares the machine - is keen to question Westcotec about the quality of the casing the VAS battery is held in and would be happy to do that on our behalf.  DR had asked KS about funding the repairs, but she said she could only fund new capital projects.  Cllr NA had spoken to Chevington – who used to share the VAS. They were keen to get involved again and Cllr NA felt they might consider sharing the cost of repair as they had used it for at least two years. DR needed to report decision to Chedburgh before their meeting on July 10th.  Agreed to let Chedburgh challenge Westcotec regarding the casing and to get a commitment from Chevington about sharing the costs.  **Stolen Tuffields Road Post Box**  DR has reported the theft to Royal Mail and has also contacted the clerk at Hartest as they have had one stolen too. But as yet no news. Kala Nobbs is keen for us to campaign for a new one. DR to report theft to the police.  **Suffolk Association of Local Councils Report**  None  **Whepstead Community Association Report**  Richard Gleed has been elected chairman, Teresa Cannon secretary and Di Howe Treasurer. The coffee morning on June 3rd was again very successful and raised £226. Fete arrangements for July 29th were going well, though more help is required in setting up and manning games. Entries for the Scarecrow and Sale Trail on September 2nd were needed asap.  Having looked at commercial appliances it was now felt that a domestic style kitchen would be more appropriate. Plans will be viewed by the rest of the committee next week and hopefully an order placed with Magnet. Appliances would be bought elsewhere. A quote, to make an opening through to the old post office, was yet to be obtained. Regarding the leaky roof, a number of quotes had been received but no decisions made. The next meeting is on July 11th.  **Correspondence**  None  **Chairman’s Comments**  None  **Any Other Business**  None  The meeting closed at 19.35 pm  Signed………………………………..Dated……………… |