

WRENTHAM PARISH COUNCIL

Minutes of the Meeting of Wrentham Parish Council held at the Village Hall at 8pm on Monday 18th February 2019

Present: **The Chairman** – Mr Ian Watson
 Councillors – Mr Mark Buxton, Miss Alison Evans, Mr David Fletcher, Mrs Caroline Grantham, Mrs Lucinda Hutson, Mr Roger Middleditch, Mr Keith Perry.
 The Clerk – Mrs Frances Bullard
 Suffolk County Council – Cllr Tony Goldson
 Waveney District Council – Not present
 4 members of public

		ACTION
	OPEN FORUM	
	<p>The Chairman welcomed all & invited members of public to speak.</p> <p>Mrs Wynn spoke re disruption at last meeting – appalled by behaviour, especially as Police became involved. The Chairman said this has now been addressed and the PC are looking to move forwards.</p> <p>Mrs Wynn spoke re website – feels photos are poor. She spoke re Parish assets – feels planters and bins need jet washing - she also mentioned that the Village milestone marker needs digging out. District and County Councils will no longer clean bins/signs etc – The Clerk will make enquiries with the company that cleans wheelie bins to see if it's something they would undertake.</p> <p>Mrs Wynn spoke re the bench for Oakhill Close area – she feels this has taken a ridiculously long time to progress – three of the residents who originally asked for it are now deceased. The Chairman said this delay has been down to WDC insisting on a legal contract for the bench to be sited – The PC agreed to the contract and have been chasing a copy to sign ever since. The Clerk has repeatedly sent emails to Mr Rudd at WDC regarding this.</p> <p>Mrs Wynn spoke re traffic – whole system needs looking at – the crossing – the road in front of the Chinese takeaway – the crossroads - parking. The Chairman confirmed that representatives of the PC, Cllr Goldson, the Police & Highways are due to meet later in the week to discuss all highways/road safety matters.</p> <p>Mrs Wynn spoke re parking – many cars park on verges due to lack of spaces – she would like to see parking survey of 2015 repeated. The Clerk advised that wherever possible number plates should be shared with the Police and/or WDC who in the past have been helpful and contacted the registered owners.</p> <p>Mrs Wilson agreed with Mrs Wynn – she feels the area in front of the Chinese takeaway is an accident waiting to happen yet nothing seems to be done. This situation will only get worse with increased traffic going to the new build at Sizewell.</p> <p>Mr Ventura spoke re the bottle banks at the Village Hall – people are still dumping rubbish in this area. He would like to see the bottle banks removed. The Clerk confirmed she had reported the fly tipping to WDC earlier that day – as soon as reported to her by Mr Robinson – they have been quick to respond</p>	FB

	<p>in the past so hopefully they will soon remove the items. The Chairman said that as previously discussed the bottle banks are a valuable service and they should remain – he is happy to assist with increased signage in the area if the VHMC feel this will help. He also suggested that perhaps the VHMC could extend the CCTV to cover this area.</p> <p>Open Forum closed.</p>	
1	APOLOGIES FOR ABSENCE	
	Apologies were received and accepted from Mr Kevin Cross & Mr David Reeves. Cllr Craig Rivett also sent apologies.	
2	PECUNIARY AND OTHER INTERESTS	
	All as Sole Trustee of Village Hall.	
3	MINUTES OF THE PC MEETING HELD 21ST JANUARY 2019	
	The minutes of the PC Meeting held on 21 ST January 2019, having previously been circulated, were proposed as a true record by Mr Fletcher & seconded by Mrs Hutson - All in favour – a copy was signed by The Chairman.	
8.1	<p>Application for Co-Option by Fran D'Alcorn & Trevor Oram The Chairman brought this item forward as Ms D'Alcorn needed to leave before the end of the meeting.</p> <p>Applications had previously been circulated to all.</p> <p>Ms D'Alcorn left the room and her application was discussed. Miss Evans proposed that she be co-opted, seconded by Mr Fletcher – all in favour. Ms D'Alcorn rejoined the meeting and signed a Declaration of Acceptance of Office, witnessed by The Clerk. The Clerk will advise WDC.</p> <p>Mr Orams application was discussed. Mrs Hutson proposed that he be co-opted, seconded by Mr Middleditch – all in favour. The Clerk will advise Mr Oram & invite him to attend the next meeting. The Clerk will advise WDC.</p>	<p>FB</p> <p>FB</p>
4	MATTERS ARISING	
4.1	S106/CIL Monies – Bench in Oakhill Close – The Clerk continues to chase. The Chairman suggested Mr Cross be asked if he has an electronic copy of the draft contract which could be edited. The Clerk will enquire.	FB
4.2	<p>Parish Website Update – The Chairman reminded all of the procedure for updating the website, all items are to be approved at PC meetings, urgent matters can be published with the approval of The Clerk, The Chairman or Vice Chairman.</p> <p>Mr Perry reported that Mrs Walker has decided to continue with the Village website – this will ensure local news and village hall matters continue to be shared. There will be a link to the PC website. The Chairman said this is very good news and ideal to have the two separate websites running. Mr Cross is willing to assist should Mrs Walker wish to upgrade the village website to the same format as the PC one at a future date.</p> <p>Mrs Hutson said that as Dr Drane had also suggested the number of photos of bins on the PC website be reduced it might be worth looking at the assets page – she is happy to do this with Mr Cross.</p>	LH
4.3	Safeguarding Policy – Since speaking with SALC The Clerk has now received their suggested model version – The Chairman has reviewed and is happy this suits our needs – a Safeguarding Lead will need to be trained and appointed. The Clerk will customise to Wrentham PC and circulate to all – please let her have any feedback as The Chairman would like to get this agreed and adopted at the next meeting.	<p>FB</p> <p>All</p>

4.4	Village Hall Trusteeship – The Clerk confirmed she has now received copies of the governing documents and passed a copy of these to Mr Cross. She also now has copies of the Parochial Charity papers and will scan and pass these to Mr Cross.	FB
4.5	Any other Matters Arising – None.	
5	HIGHWAYS MATTERS	
5.1	Mr Buxton has circulated the data today. There is little change to the figures.	
5.2	REQUEST FOR A PUBLIC MEETING WITH HIGHWAYS/SCC	
	As discussed during Open Forum – this will take place later in the week. It will be a fact finding meeting to establish what can and can't be done to address Highways/Road Safety matters. Cllr Goldson suggested that the PC wait until after the elections in May and then create a long term plan re these matters.	
6	PLANNING	
6.1	Any further planning applications received None	
7	FINANCE	
7.1	Balances at Bank – £31,989.99 Business Saver Account (WRAC) (Lions donation) - £442.03 Current Account - £16,400.56 Business Saver Account (CIL) - £15,147.41 The Clerk updated all re the cheque which was issued for £55.00 and then cleared through the bank as £550.00 – she has visited the bank twice and telephoned again today, the Business Manager has assured her it will be resolved within 3 days. The Chairman asked that she raise a complaint if this is not the case. The Clerk confirmed, other than the above discrepancy, SAGE balances with Bank Statements which were signed by The Chairman. The Chairman will run the SAGE report to, to include date, in future.	FB IW
7.2	Account received from Bus Shelter Cleaner - £55	
7.3	Clerks salary & Clerks expenses of £17.39	
7.4	HMRC payment – £5.30	
7.5	Internal Auditi 2019 – The Clerk advised that Mr Mike Wills has decided to step down as Internal Auditor. The Clerk has approached Mrs Rosie Carter who is willing to undertake this role. The Clerk will meet with her and progress.	FB
7.6	Any other accounts received – None	
	Above payments 7.2 to 7.4 proposed by The Chairman & seconded by Mrs Grantham. All in favour. Cheques signed by The Chairman & Mrs Hutson.	
8	CORRESPONDENCE	
8.2	Email from Mrs Wilson – Resignation –The Chairman confirmed both he & The Clerk had emailed Mrs Wilson giving her the opportunity to see how she felt once matters from the previous meeting had settled but she had decided to leave the Parish Council therefore The Clerk has made WDC aware. The Chairman expressed thanks for Mrs Wilson's long service to the council and said that her contribution will be missed. Discussion took place regarding appointing another Councillor to the VHMC – it was agreed to check the VHMC constitution and revisit this at the AGM following the election.	
8.3	Email from Suffolk Accident Rescue Service re donations – The Clerk advised she had received an email from SARS seeking donations. After discussion Miss Evans proposed a donation of £50, seconded by Mr Perry – all in favour. The Clerk will raise a cheque at the next meeting.	FB

	Miss Evans also proposed a donation of £50 be made to the East Anglia Air Ambulance, seconded by Mr Middleditch – all in favour. The Clerk will raise a cheque at the next meeting.	FB
8.4	Any further correspondence received –	
8.4.1	Email received from Mr Stephen George of Badger Builders re social housing at the Meadowlands Development – three of the affordable houses have now been allocated to people who were either residing in Wrentham or have a strong local connection – three 1 bed houses remain – anyone wishing to apply for these will need to be registered with WDCs Homechoice scheme - The Clerk has advertised this on the noticeboards and website – please share as much as possible before the houses are offered to those living outside the area. Mr Perry asked that The Clerk contact Mr George regarding the right of way shown on the Meadowlands plan as this has not yet been reinstated.	All FB
8.4.2	Email from Mr Buxton re play area – to be added to next agenda to appoint a new lead as Mr Tyack has left the PC.	FB
9	ELECTIONS – 2nd MAY 2019	
	The Clerk will display the Notice of Election once received from WDC. Nomination papers will be available at the next PC Meeting – the deadline for delivery to WDC (Riverside) is 4pm on 3 rd April 2019. The Clerk will share information as it comes though.	FB FB
10	DATE OF NEXT MEETING – Monday 18th March 2019 – 7.30pm	

There being no further business the meeting closed at 9.18pm.