

WRENTHAM PARISH COUNCIL

Minutes of the Meeting of Wrentham Parish Council held by Video Conference at 7:30pm on Monday 20th July 2020

Present: **The Chairman** – Mr Ian Watson
 Councillors – Mr Kevin Cross, Miss Alison Evans, Mr Simon Forder, Mr David Fletcher, Mrs Lucinda Hutson, Mr Trevor Oram, Mr Keith Perry, Mr David Reeves
 The Clerk – Mrs Frances Bullard
 Suffolk County Council – Not Present
 Waveney District Council – Not Present
 No members of public – therefore no open forum

		ACTION
	The Chairman welcomed all and reminded them that this meeting was not being recorded, individuals wishing to record meetings must declare their intention.	
1	APOLOGIES FOR ABSENCE	
	Apologies were received and accepted from Mr Mark Buxton, Miss Fran D'Alcorn & Mr Roger Middleditch.	
2	PECUNIARY AND OTHER INTERESTS	
	All as Sole Trustee of Village Hall. Mrs Hutson – item 5.3 & 7.1 Mr Reeves – item 7.2 Mr Perry – item 7.1	
3	MINUTES OF THE ANNUAL PARISH MEETING HELD BY VC ON 15th JUNE 2020	
	The minutes of the Annual Parish Meeting held on 15 th June 2020, having previously been circulated, were proposed as a true record by Mrs Hutson & seconded by Mr Fletcher - All in favour – a copy will be signed by The Chairman.	FB
4	MINUTES OF THE PARISH COUNCIL MEETING HELD BY VC ON 15th JUNE 2020	
	The minutes of the Parish Council Meeting held on 15 th June 2020, having previously been circulated, were proposed as a true record by Mr Reeves & seconded by Mr Oram - All in favour – a copy will be signed by The Chairman.	FB
5	MATTERS ARISING	
5.1	Update re Coronavirus Covid-19 situation – Mr Perry confirmed volunteers are still assisting those in need. Miss Evans advised that St Nicholas Church has now reopened. The Chairman has spoken to Dr Drane, the Parochial Charity have received no requests for assistance. Mr Cross asked for more detail of the history of the Parochial Charity – Mr Reeves will do some research and advise. The Chairman thanked Mr Perry for co-ordinating volunteers – many thanks to all.	DR
5.2	Parish Council Website – The Chairman thanked Mr Cross for updating and improving content. All Councillors are encouraged to view the site.	
5.3	Allotment Lease – The Clerk has forms to sign that need to be witnessed by a Solicitor, she will try and make an appointment to progress these.	FB
5.4	Any other Matters Arising	
5.4.1	Mr Oram & Mr Forder confirmed they attended to the damage to the bus shelter roof – The Chairman thanked them for this & asked them to claim any costs.	

5.4.2	The Clerk confirmed the new dog waste bins are now in situ.	KC FB KC/SF
5.4.3	Mr Cross will conduct a survey of assets.	
5.4.4	The Clerk will chase the grit bin requested for Oak Hill Close.	
5.4.5	Bench in Oak Hill Close/Walker Gardens – Mr Cross will research benches. Mr Forder will assist with the concrete base (& invoice the PC for his work). Mrs Wilson had emailed re the bench opposite the Horse & Groom PH which was removed during the Meadowlands build. The Chairman queried whether this would be needed once the above bench is installed – The Clerk will seek views from Mrs Wilson.	
6	HIGHWAYS MATTERS	
6.1	VAS Monthly Data - VAS data not yet shared this month. Mr Buxton has arranged to return the SID sign as it is faulty – unfortunately he is having trouble contacting the manufacturer – The Chairman will try to make contact. A query was raised at the last PC Meeting as to when VAS actually records the speed of a vehicle – Mr Buxton has confirmed the speed recorded is the one first registered by the VAS. The VAS design & position of the poles is such that it should only record the speed of traffic within the 30mph area.	IW
5.2	UPDATES RE HIGHWAYS MATTERS, INC FLOODING ISSUES	
	It appears a good job has been made of the drainage work to resolve issues at The Lane/A12. Work at Church Corner seems to have resolved the flooding there – Mr Oram advised that Highways were there today marking up the drains etc. The Clerk reported the island bed in front of the Chinese Takeaway being overgrown and causing obstruction to drivers – Highways assessed and will not be taking any action. This area was deemed unsuitable for Community Self Help. Mr Cross feels that as the area does not belong to Wrentham PC it should not be maintained by them & the best solution would be for it to be cobbled over. The Chairman proposed that Mr Forder & Mr Oram be paid to clear the area, seconded by Miss Evans, one abstention, all other Councillors in favour. The Clerk chased the skirting of the footpath which runs along Chapel Road – Highways assessed and will not be taking any action. The Chairman suggested this be done by Mr Oram and Mr Forder in the Autumn. The Clerk will add to the September agenda. Mr Oram reported that the 30mph signs as you enter the village from the northern end are covered in algae. The Clerk will report to Highways. Miss Evans spoke re the roadmarkings at The Crossways junction – they are very worn and causing confusion to drivers. There was an accident recently when a car did not give way. The Clerk will report to Highways. The Clerk confirmed Highways will be giving attention to the Wrentham sign at the northern entrance to the village and the missing one on Guildhall Lane which were reported last month.	FB FB FB
7	PLANNING	
7.1	DC/20/2508/FUL – Meadowside, 1 Priory Road – Change of Use - plans circulated to all and discussed – no objections – The Chairman proposed approval be recommended – seconded by Mr Cross – 2 abstained having declared an interest - All other Councillors in favour – The Clerk will update Planning Dept.	FB

7.2	DC/20/2510/TCA – 15/17 Priory Road – Removal of trees - plans circulated to all and discussed – no objections – Mr Oram proposed approval be recommended – seconded by Miss Evans – 1 abstained having declared an interest - All other Councillors in favour – The Clerk will update Planning Dept.	FB
7.3	Any Further Planning Applications Received – None	
8	FINANCE	
8.1	Balances at Bank – £32,342.17 Business Saver Account (WRAC) (Lions donation) - £443.19 Current Account - £21,344.81 Business Saver Account (CIL) - £10,554.17 The Clerk confirmed SAGE balances with Bank Statements.	
8.2	Account received from Bus Shelter Cleaner - £55	
8.3	Clerks salary & Clerks expenses of £33.09	
8.4	HMRC payment – Nil	
8.5	Cheques for Clerks Salary and Bus Shelter Cleaner – August 2020 – as there is no meeting in August post dated cheques will be signed to allow payment.	
8.6	Any other accounts received – None	
	Above payments 8.2 to 8.5 proposed by The Chairman & seconded by Mrs Hutson, All in favour. The Clerk will arrange for cheques to be signed by The Chairman & Mrs Hutson.	FB
8.7	External Audit/Transparency Code – The Clerk confirmed Audit papers have been completed, returned & acknowledged. Transparency Code info has been published on the PC Website. Notice of Electors Rights to Inspect Accounts is currently on the website & noticeboard.	
9	CORRESPONDENCE	
9.1	Email from Mrs Wilson re flowerbed in front of Chinese Takeaway – covered under item 5.2.	
9.2	Email from Mrs Hickford re Community Speedwatch – CSW are now able to restart. A new site has been identified at the Northern end of the A12. The Chairman thanked Mrs Hickford for her update – Mr Forder said CSW are short of hi-viz vests etc - The Clerk will make contact to offer support if needed.	FB
9.3	Any further Correspondence – None.	
10	ANY OTHER BUSINESS	
10.1	Mr Reeves confirmed that the VHMC has received £10,000 Covid-19 Grant – this is now in the bank account and the VHMC meet on Thursday to discuss how best to use this. Potential reopening will also be discussed though this is unlikely to be before 2021.	
10.2	Mr Forder spoke re a car that parks on the grass at Dyer Terrace – The Clerk asked that he obtain a picture or Reg No so that it can be reported.	
11	DATE OF NEXT MEETING – Monday 21st September 2020 – 7.30pm – by Video Conference	

There being no further business the meeting closed at 8.43 pm