

WRENTHAM PARISH COUNCIL

Minutes of the Meeting of Wrentham Parish Council held at The Village Hall on Monday 15th April 2024 at 7:30pm

Present: **The Chairman** – Cllr Ian Watson
Councillors – Cllr Mark Buxton, Cllr Simon Forder, Cllr Lindsay Hanger, Cllr Lucinda Hutson, Cllr Roger Middleditch, Cllr Paul Wren
The Clerk – Mrs Frances Bullard via video conferencing
Suffolk County Council – Not present
East Suffolk Council – Cllr Paul Ashton
Members of Public – None

		ACTION
1	OPEN FORUM	
	As there were no members of public present no open forum was held.	
2	APOLOGIES FOR ABSENCE	
	Apologies for absence were received and accepted from Cllr Alison Evans, Cllr Sue Child, Cllr Keith Perry, Cllr David Fletcher & Cllr Annette Dunning (SCC)	
3	PECUNIARY AND OTHER INTERESTS	
	All as Sole Trustee of Village Hall. Cllr Hutson – item 11.6	
4	TO APPROVE THE MINUTES OF THE PC MEETING HELD ON MONDAY 18th MARCH 2024	
	The minutes of the Parish Council Meeting held on 18 th March 2024, having previously been circulated, were proposed as a true record by Cllr Hanger & seconded by Cllr Buxton - All in favour – The Chairman will sign a copy.	
5	MATTERS ARISING	
5.1	26 High Street – Cllr Ashton will link with Cllr Dunning re the Bin Store as provision does not appear to have been made in the building.	
5.2	Maintenance Work at Wrentham Old Cemetery –The Chairman will liaise with Mrs Rosie Carter, Cllr Ashton, & Cllr Hutson to visit the area and establish which paths need cutting. Carried.	IW
5.3	Bonsey Gardens Playpark refurbishment – The ESC Consultation has now ended and an update is awaited.	
5.4	Jubilee Planters – Mrs Jane Drane has offered to look after the planters at the northern end of the village along with the one on Southwold Road. It was agreed to do a leaflet drop at the southern end of the village – The Clerk will send the leaflet to Cllr Buxton & The Chairman.	FB
5.5	Discussion re CIL spending – to include Village Sign – Spreadsheet reviewed – <ul style="list-style-type: none"> • VAS – 2 further solar signs are required – new batteries were agreed last month – Cllr Buxton will research and bring proposal to the next meeting. • 26 High Street – The Clerk will add costings to the spreadsheet. • St Nicholas Church – The Chairman will liaise with Cllr Fletcher, Cllr Hanger and Dr Drane to explore replacement heating system. • Village Sign - The Chairman will send a copy of the previously suggested design to the Clerk who will try and obtain quotes. • Flag pole – The Clerk will contact Mr Trevor Oram to see if he will provide a quote to move the flag pole. 	MB FB IW IW/FB FB

5.6	Chapel Road Development - Response received from Developer & shared with The Chairman, Cllr Hutson & Cllr Perry. The Chairman queried whether Chapel Road has been widened as per plans – though a narrower road does tend to slow traffic. The Clerk will query.	FB
5.7	Any other Matters Arising – Allotments – there is still one plot which is very overgrown – there does not appear to have been any effort to improve this. Cllr Forder will visit and send photos to The Clerk before she sends a Notice to Quit letter.	SF/FB
6	REPORT FROM CLLR ANNETTE DUNNING – SCC	
	Cllr Dunning has provided a written report which The Clerk has circulated to all.	
7	REPORT FROM CLLR PAUL ASHTON (ESC) –	
	As per report at Annual Parish Meeting.	
8	HIGHWAYS ISSUES	
8.1	UPDATES RE SID/VAS SIGNS/REPLACEMENT POLES Covered under item 5.5	
8.2	ANY OTHER HIGHWAYS MATTERS Signs at Northern entrance to village – there is still no sign of these being replaced – they were originally funded by Cllr Goldson but very quickly damaged/removed. The Clerk will chase Highways for an update/costs & add to CIL spending suggestions.	FB
9	FLOODING	
9.1	The Clerk has sought an update from the Environment Agency re the de-silting work but no response has been received. The Chairman has heard no more from Cllr Dunning re organising a Himalayan Balsam clearing party – The Clerk will contact Halesworth Town Clerk to see if they can provide any detail.	FB
9.2	Emergency Plan – Ongoing,	
10	PLANNING	
10.1	Any further Planning Applications/Matters –	
10.1.1	DC/24/0891/TCA – Fell 5 x Hawthorne – plans shared and discussed – no objections.	
11	FINANCE	
11.1	Balances at Bank – £55,714.13 - Business Saver Account (WRAC) - £1.01 - Current Account - £23,038.38 - Business Saver Account (CIL) - £32,674.74 The Clerk confirmed SAGE balances with Bank Statements.	
11.2	Account received from Bus Shelter Cleaner - £55.00	
11.3	Clerk's salary & expenses of £19.32	
11.4	Quarterly HMRC payment – Nil	
11.5	Invoice – SALC Membership - £407.03	
11.6	Any other accounts received –	
11.6.1	Invoice – Benacre Company for Allotment Rent - £50.00	
11.6.2	Invoice – Trevor Oram – Allotment Clearance - £180.00 Invoice – SLCC Membership – The Clerk advised she does not use this service and suggested not renewing membership.	
11.7	ENABLING COMMUNITIES GRANT FROM CLLR ASHTON The Clerk has raised a payment to transfer the grant of £2000 to the Village Hall.	
	Above payments 11.2 to 11.7 were proposed by The Cllr Forder & seconded by Cllr Buxton, All in favour – Cllr Hutson abstained. Online payments have been raised by The Clerk and will be approved by Chairman.	IW

11.8	INTERNAL AUDIT 2023/24 The Clerk will deliver paperwork to Mrs Rosie Carter who will undertake the Internal Audit of the PC's accounts – this will then be discussed at the PC Meeting in May.	FB
12	CORRESPONDENCE	
12.1	Email from Cllr Hutson re Royal British Legion Drumhead Service to commemorate the 80 th Anniversary of D Day – at the Village Hall – 3pm Sunday 9 th June 2024 – Cllr Hanger will advertise in The Wren – all welcome.	
12.2	Email re new Citizen's Advice outreach service in Kessingland – previously shared with all and added to the help/support section of the PC website.	
12.3	Any further correspondence – Email from Cllr Wren – missing Footpath Sign – Southwold Road – The Clerk has reported this. Email re moving to Gov.uk email – The Clerk & Cllr Buxton are attending an online briefing and will report back next month.	FB/MB
13	ANY OTHER BUSINESS/MATTERS FOR NEXT MONTHS AGENDA	
13.1	The Chairman expressed thanks to Cllr Fletcher who has repaired the PC Noticeboard - it appears to be dry at the moment.	
13.2	Cllr Wren has been approached by a resident regarding the state of verges/grass at Dyer Terrace – Cllr Ashton will investigate.	
14	DATE OF NEXT MEETING - Monday 20th May 2024 – 7:30pm – preceded by a Finance Committee Meeting at 6:30pm.	

There being no further business the meeting closed at 8:50pm