

Swilland and Winesham grouped Parish Council

Clerk: Mr. Steven Barron

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Annual General Meeting

25th May 2016 at 7.30pm at Winesham Village Hall

MINUTES

1. To Elect a Chairman – The Vice-Chairman post was vacant, therefore the Clerk asked Council for nominations for Chairman. Mr. Wilks proposed that Mr. Rush to continue as Chairman, seconded Mr. Stanley. Mr. Rush was elected unanimously.
2. The Code of Conduct – No declarations of interest received.
3. Chairman welcomed all to the meeting. Mr. Everett, Mrs. Shaw, Mr. Rush, Mr. Hindle, Mr. Templeman, Mr. Wilks, Mr. Stanley, SCC Councillor Richard Smith (left meeting at 9:00 pm) were in attendance. Mrs. Pace, Mr. Lightfoot, Dr. Nicol, Mrs. Camp, Mr. Darell-Brown and SCDC Councillor Robert Whiting gave apologies.
4. To Elect a Vice-Chairman – Mr. Rush proposed that Mr. Wilks be nominated as Vice-Chairman, seconded by Mr. Everett. Mr. Wilks elected unanimously.
5. To appoint Committee Members –

Finance: Dr. Nicol (Ch), Mr. Lightfoot, Mr. Stanley, Mr. Rush.

Planning: Mr. Wilks (Ch), Mr. Everett, Mr. Lightfoot, Mr. Rush, Mrs. Shaw, Mr. Hindle, leaving one vacancy to be filled at a later date.

Communication: Mrs. Camp, Mr. Lightfoot, Mr. Rush.

Footpath Representative: Mr. Hindle

Safer Neighbourhood Police Representative (SNT): Mr. Templeman
(Proposed Mr Wilks, seconded Mr. Stanley : Approved.)

Tree Officer: Mr. Darell-Brown (Not present) Clerk to seek confirmation from Mr Darell-Brown outside of meeting.

Allotments: Mrs. Camp

Highways Representative: Mr. Everett

Village Hall Management Committee Representative: Mrs. Shaw

SALC: Mr. Rush

Play Area Inspection (School): Mrs. Pace

Play Area Inspection (Rec): Mr. Stanley

Playing Field Liaison: Mr. Wilks.

Community Council Link: Mrs. Camp

6. To adopt Chairman's Report for 2015/2016 – Proposed Mr. Everett, seconded Mrs. Shaw : Adopted.

C. D. Rush
30.7.2016

7. To approve Minutes from the meeting held on 16th March 2016 - Proposed Mr. Rush, seconded Mr Wilks : Agreed as a true record.

8. To adopt

a) Council's Standing Orders - These have not changed since last year, so council was asked if agreed to adopt these again. Proposed Mr. Wilks, seconded Mr. Hindle. This was Carried.

b) Financial Regulations 2016 - Mr. Hindle proposed that council authorises Clerk to draft Financial Regulations document, based on NALC 2016 regs., then Clerk should seek formal approval from Finance Committee on final document. This was seconded by Mr. Rush. Agreed.

c) Councillors to review their register of interest - All Councillors need to register their interests online. SCDC web link to be sent by Clerk to all Councillors.

9. Suffolk County Councillor report - Mr Richard Smith: Mr. Smith gave a very friendly introduction and gave an overview of his responsibilities at SCC. He paid a great tribute to the late Mr. Peter Bellfield, in terms of Mr. Bellfield's manner, commitment and dedication to duty. The subsequent bi-election was likely before the end of July 2016 but exact date was not known yet.

Mr. Smith then proceeded to report to the council which included:

- Proposed building of a new Heritage Centre in Ipswich with Heritage Lottery funding looking very positive.
- Funding is available to allow 6.5% of Suffolk roads to be re-surfaced.
- Ipswich Orwell and Lowestoft river crossing: SCC has been required to seek part funding of these two projects.
- Suffolk Fire and Rescue Service Integrated Risk Management Plan: The amount of anticipated rationalisation has reduced after public consultations and no Fire Station will now close as a result. Further efficiencies are not expected until 2020.
- Waste site opening times: Sites will be open longer on Sundays, Bank Holidays and Thursday evenings. The sites will not be open on Wednesdays.

Mr. Smith then invited questions from the council which mainly focused on the issue relating to B1078 Ashbocking crossroads potential 40 mph speed limit, extension of the 40 mph limit to include Gibraltar crossroads and also drainage issues on B1077 close to B1078. Mr. Smith agreed to take these issues away and do his best to help.

10. SCDC Councillor report - None

11. Finance Update - Clerk as RFO (balances as of 20th May 2016)

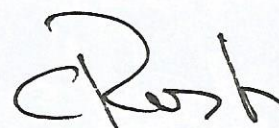
a) Current Account £27,266.11p

b) Ipswich Building Society £8141.03p

c) BDO Annual Governance Statement

Requisite questions 1 to 9 inclusive of the Annual Governance Statement were answered with agreement from the council. Completed statement was approved, proposed Mr. Wilks, seconded Mr. Rush.

The Accounting Statements were examined by the council and Mr Templeman proposed approval, seconded Mr. Stanley, agreed unanimously.



12. Recent payments below agreed. Proposed by Mr. Hindle and seconded Mr. Everett.

a) Yellow Ink Cartridge	£8
b) Mobile Phone Top up	£10
c) Postage	£6.60
d) APM Refreshments	£26.30
e) Ink Cartridge	£7
f) APM Signs	£4.50
g) Administration	£152.82
h) Internal audit	£66
i) APM Refreshments	£40.80
j) Play Area Repairs	£8049.76

13. Footpaths – Mr. Hindle reported on a written proposal from SCC to divert FP8 Henley and part of Witnesham FP40. Maps were distributed among the members present to help understanding. After a debate, it was suggested by Mr. Hindle that we respond to SCC asking for a possible moving south of points AB from the gridline on the given map i.e. still across the meadow rather than diverted along headland, but if not, then we would support the footpath diversion. It was viewed that this did not impact Witnesham to any great extent. Parish Council agreed to support this proposed response.

Mrs. Shaw reported that footpath behind Witnesham School was obstructed. Mr. Hindle agreed to investigate.

14. Planning – Mr. Wilks reported that there had been two meetings. On 4th April meeting, an application for 9 dwellings adjacent Tuddenham Lane was not supported and the application was subsequently withdrawn. An application for Fynn Valley Golf Club involving a new Club House, conversion of old buildings into dwellings, plus new dwellings was supported and is pending consideration from SCDC.

Meeting on 9th May involved a re-consultation on Moat Farm Swilland application which was around Highways access proposals which was supported. There was an application for Warrens Barn development which proposed a redesign of 3 dwellings which was supported and finally an application to convert Warrens Barn from office to a house which was also supported.

The Local Plan from SCDC has been modified such that land opposite Witnesham School is no longer in scope. What was a split proposal for 10 dwellings on that site, plus 10 at Street Farm, was now 20 dwellings all at Street Farm. The Planning Committee had concerns over the Street Farm site and the dwelling density of the proposal and agreed that Mr. Wilks should submit the appropriate prepared response to SCDC suggesting that the site opposite the school did merit further consideration.

15. Police report - None

16. Highways - SAVID stands for Safer Village Driving Constitution. Mr. Everett reported that there had been no SAVID meetings since last Parish Council meeting. The SAVID Chairman proposed to delegate the Chairman role to Village Reps such that they would hold meetings in the Parishes.

Chairman noted the efforts of the Community speed watch team who seem to have the Speed Indication Device out at different locations quite regularly particularly covering Mow and America Hills recently which was good to see.

17. Playing Field management Committee – Mr. Wilks reported that there had been a meeting on 19th May. There was a broken gate between the School and the

Playing Field. Chairman believed that this was School responsibility. Mr. Wilks will take this up with Mrs. Hubbard-Whitehead (Head teacher). The potential grant for sports equipment availability had been advised to the School Association and to WASPs but neither had responded. Clerk reported that WASPs grass cutting schedule may need revising and had advised WASPs to give requirements to him. Once these have been obtained, the council can consider amending the grass cutting service for the playing field.

18. Recreation Ground - A broken post bench (which had recently had a repair) was deemed rotten and council's view was that it would be best to scrap it. Mr Templeman agreed to look into this.

19. VHMC - Heating upgrade was completed today (25th May) and was due to be commissioned on 26th May.

20. Allotments - All allotments are now leased, but Mrs. Camp was not present to report.

21. Community Group - Next thing on calendar is Village Show on 9th July and Garage Sale on 10th July.

22. Meeting dates - These will be standard third Wednesday in month for 2017. Clerk to circulate to Parish Councillors.

23. Correspondence - SALC subscription was questioned by Clerk and Council were asked about removing the hard copies of "The Local councillor" to save on environment and cost. It was agreed to seek a reduced subscription by £28.00p with this item removed. Clerk to action with SALC.

SALC Payroll had written asking for Council to consider approval of NJC NALC pay scales for 2016-2018. This was agreed.

Mr Templeman asked if anything had been raised about poor parking close to Westerfield Railway crossing. This could be considered a hazard as traffic approaching from Ipswich may be caught stationary on the crossing in any queue which may form, as a result of parking obstructing the carriageway, and vehicles stopped, waiting for oncoming traffic to pass. Clerk to ask Westerfield Parish Council if anything was known about this as it is outside of our Parish boundary.

Meeting closed at 9.30 pm

