

Swilland and Witnesham grouped Parish Council

Clerk: Mr Steven Barron

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Parish Council Meeting

Wednesday 15th March 2017 7:30 pm at Witnesham Village Hall

MINUTES

1. Chairman welcomed everyone to the meeting.
2. **The Code of Conduct. To receive Councillors Declarations of Interest:**
None.
3. **To receive apologies from Councillors not attending:**
Mrs Pace and SCC Cllr Vickery might join the meeting later.

Present:

Mr Everett, Mr Lightfoot, Mr Rush, Mrs Shaw, Mrs Camp, Mr Templeman, Mr Hindle, Mr Wilks (arrived 7:40pm), Mr Stanley and Dr Nicol

In attendance:

SCDC Cllr Whiting (left at 8:00pm) and two members of the public.

4. **Election for co-option candidates:**
Chair thanked both candidates and asked each to give an overview of their background and reasons for wanting to stand as Parish Councillors. The meeting agreed unanimously to co-opt Mrs Sarah Bailey and Mr Matt Johnson into Swilland and Witnesham grouped Parish Council. The new Councillors signed Declaration of Acceptance of Office forms and joined the Council for the remainder of the meeting.
5. **To approve Minutes from the meeting held on 18th January 2017:**
Prop Mrs Shaw, Sec Mr Lightfoot: Carried.
6. **County Councillor Report:** Cllr R Vickery arrived at 8:25pm.
Cllr Vickery reported that his budget had all been spent as closing to end on Financial Year. Spending this year included grants for defibrillators and Speed Indicator Devices.
Councillor elections for SCC are due on 4th May this year.
SCC had frozen Council Tax for the last six years, but had opted for a yearly increase pattern of 3%,3% then 0% for next three years to raise £8M in funds required for increasing Social Care resourcing.
Fire and Rescue responses had reduced but an alarming number of hoax calls had been recorded.
£10M had been spent on road re-surfacing in the last year.
Blocked drains behind Coopers Close had no update. Chair asked Cllr Vickery to follow this up.
Gibraltar Crossroads: Chair asked Cllr Vickery to seek to arrange a site meeting which had been requested in the past.

 17/5/17

7. District Councillor Report: Cllr R Whiting

Cllr Whiting reported that there was £5k in the Community Enabling Grant budget for 2017/18.

SCDC had increased Council Tax by 3.25%.

There had been some car parking issues at the new Council premises.

The merger between SCDC and Waveney DC was proceeding further, plus a boundary review was likely for 2019 elections.

Woodbridge Leisure Centre improvement work was imminent.

Cllr Whiting confirmed his alignment with the PC on recent Planning Application objection and the Enforcement Case/Planning Application at Homelands House.

8. Finance Update

Clerk as RFO

Current Account: £20,202.50p

Ipswich Building Society £8,217.38p

(Above balances as of 27th Feb 2017)

Chair asked the Council to approve and adopt the below previously circulated documents:

- Standing Orders Dec 2016
- Financial Regulations Jan 2017
- Clerk's actions on BDO audit issues found
- Internal Audit and Clerk's actions on issues found

Proposed Dr Nicol, seconded Mr Wilks: Carried.

9. To approve the following payments:

a) Administration Jan	£192.98
b) Repairs to Play Area	£5645.82
c) Administration Feb	£154.34
d) Tree work Hall Lane	£945 max excl VAT (or £835 excl VAT if willow not felled)
e) Stationery, key cutting, postage	£31.00
f) Hall hire Nov	£20.00
g) Dog Fouling Signs, mob top up	£54.88

Payments were approved: proposed Mr Hindle, seconded Mrs Shaw: carried.

10. Footpaths

Further to dog fouling issue raised previously: Mr Hindle reported that he had declined a request from a resident to put up a further sign at the top of Mill Lane as the fouling had improved. Both Mill Lane and Weyland Road sites would continue to be monitored.

Motorcycling had been observed on the Footpath at the rear of Weyland Road. Chair would raise this with SNT.

11. Planning

Mr. Wilks reported on recent planning applications and their progress with SCDC:

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15

The Stables Upper Street Witnesham: Conversion of Cart Lodge to Holiday Accommodation: Not supported by PC: Awaiting decision by SCDC

Fynn Valley Golf Club, 60 Weyland Road Witnesham and Manor Farm Witnesham had all been permitted by SCDC

Homeland House Ashbocking Road Swilland: Proposed change of use from storage yard to parking and maintenance of Ambulances, Coaches, plus mini buses and storage of cars.

Not Supported by PC, Awaiting decision by SCDC

3 Jubys Hill Upper Street Witnesham
Supported by PC, Awaiting decision by SCDC

Enforcement Case at Wades Lane was close to resolution.

12. **Police Report**

An Annual SNT Report for Witnesham had been distributed to the Councillors. The report was discussed. **Action:** Clerk to post on web site and alert residents to it's availability.

13. **Highways**

Mr Everett reported that the double bend sign had finally been installed in Swilland.

There was a 30 mph repeater sign up keep survey due in Swilland and Witnesham by SCC Highways which had been delayed and apologies had been received from Tony Buckingham.

Mr Everett had obtained prices for different SIDs (Speed Indicator Devices) and a quote for insuring one device was pending via the Clerk.

A query was raised about the possibility of 30mph road surface marking. Road painting had previously been pointed out to Highways department by PC but response has been that they would only attend to line painting as part of a resurfacing programme due to the expense.

40mph Ashbocking Crossroads had resulted in a perceived improvement in speed, however some early hours abuse had also been observed.

Gibraltar Crossroads: No update.

Dr Nicol raised a concern over the size and number of pot holes in Hall Lane Witnesham. Mr Everett would report this to SCC.

14. **SAVID (Safer Village Driving)**

Mr Everett reported that there had been a SAVID meeting in Witnesham on 25th Jan and a pooled VAS provision was in progress.

15. **Playing Field Management Committee**

Nothing to report.

16. **Play Area Inspections**

Mr Stanley reported that an annual RoSPA inspection was due to be done on Friday 17th March on the Recreation Ground.

The long awaited gate repairs at the Play Area adjacent to the school were due in the next few days after the Clerk had chased this up with the contractor.

17. Recreation Ground

A small fallen tree had been observed on the boundary by Mr Stanley and Mr Templeman had agreed to attempt to clear this in the next few days after Mr Darell-Brown had taken this issue up.

18. VHMC

Mrs Shaw reported that a redundant heater from WC was to be moved into the Hall.

Two faulty timer clocks recently fitted, were both found to be faulty, resulting in unwanted high electricity usage during the night and subsequent unexpected high bills. £232 was being claimed back from CJ Electrical as a result.

Dr Nicol reminded the meeting that the Finance Committee had specifically asked for any major projects for the Village Hall, which might be planned, should be advised to the Parish Council with one year notice, so that budgeting and grants could be better achieved.

19. Tree Officer:

Mr Darell-Brown was not present.

20. Allotments:

Mrs. Camp confirmed that all allotments were now taken.

Clerk confirmed that all tenancy payments and signed agreements had been received. All takings had been banked for the year including Hall Lane.

21. Village Show Community Group:

Mrs Camp reported that the Witnesham Village Show would be on 8th July and that there was approximately £160 of funds which would be used for this.

22. Received Correspondence and any proposed items for next meeting.

The Clerk wished to thank Anne Debenham for agreeing that local residents could drop off community flyers etc for notice boards, at her home address, as the Clerk no longer resided within the Parish. The Council endorsed this.

Chairman reminded all that the Annual Parish Meeting was on 19th April.

Chairman announced that Mrs Camp was standing down as a Parish Councillor and thanked her for her contributions and many years service.

Dr Nicol raised concern over the state of the two Phone Boxes in Witnesham. Maintenance on a door closer was pending and some housekeeping had been required due to bags of books being just left in the boxes.

Externally, a repaint was considered necessary on both boxes. **Action:** Clerk to obtain a quote for this and report back.

Meeting closed at 8:55 pm

