

Swilland and Winesham grouped Parish Council

Clerk: Mr. Steven Barron

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Parish Council Meeting

Weds 18th July 2018 at 7.30pm at Winesham Village Hall

MINUTES

1. Chairman welcomed all to the meeting.
Present: Mr Lightfoot, Mr Rush (Chair), Mrs Bailey, Mr Templeman, Mr Everett, Mrs Shaw, Mr Johnson, Dr Nicol and Mr Wilks.
In attendance: SDClr Robert Whiting and SCClr Robin Vickery
2. The Code of Conduct –
Mr Everett is a neighbour to Homelands House.
3. Apologies received from Mr Hindle and Mr Stanley.
4. To approve Minutes from the meeting held on 16th May 2018 - Proposed Dr Nicol, seconded Mr Everett: Agreed as a true record.
5. Suffolk County Councillor report –
Mr Vickery reported that there had been a few face changes at SCC. A new CEO: Nicola Beach. The new leader of SCC is Matthew Hicks and the new deputy leader is Mary Evans: Cabinet Member for Highways, Transport and Rural Affairs.
 - Mary Evans has requested a review of Highways maintenance which includes ways that Parish Councils can work with SCC Highways. Mr Vickery will highlight the hot spots to Mary Evans and arrange onsite visits.
 - Mr Vickery had budgeted £3000.00p to SAVID for a SID (agenda item 11).
 - Mr Vickery's Local Highways Budget for the year is £6600.00p across all parishes.

Dr Nicol questioned SCC Highways process for repairs as recently, pot holes were not repaired until after re-surfacing work had been done in Hall Lane Winesham.
6. SCDC Councillor report –
Mr Whiting reported on items which included:
 - SCDC Local Plan Consultation starts 20th July for 8 weeks.
 - East Suffolk Council Electoral Review started 3rd July and lasts 8 weeks.
 - Deben Leisure Centre in Woodbridge had opened after £3.5M renovation had completed. The work on the centre at Leiston continues.
 - The Garden Waste Scheme continues to go well. As of midnight on 30 June, we had 31,740 households sign up (which represents about 54% of households in the Suffolk Coastal area) have joined the scheme – exceeding our target of 50%). This means the income from

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the annual subscriptions to the service to date stands at nearly £1.4M.

The full report can be viewed on the Parish Council web site.

7. Footpaths – Mr Hindle was not present.

Mr Rush informed the meeting that, thanks to the diligence of local residents, a recurring dog fouling issue in Coopers Close had resulted in a court summons and two fixed penalty notices of £80.00p each.

8. Planning –

Mr. Wilks reported that there had been no meetings since May.

Homelands House: The committee meeting at SCDC in June did not conclude. The next meeting was due 25th July. Mr Wilks commented that it is an absolute farce the way this has been handled and totally unfair. SCDCllr Robert Whiting confirmed his alignment with the objections of the Parish Council and asked that he should continue to be included in any further documentation submissions from the Parish Council.

Mr Wilks added that the SCDC Local Plan had not been issued yet, but it would be on the next planning committee agenda in August.

9. Police report –

Dr Nicol reported that neither he, nor anyone else from the PC, had been able to attend an ASB meeting on 4th July.

Mr Rush commented on the SNT July Newsletter (circulated at the meeting) which highlighted issues mainly in Woodbridge and Wickham Market.

Mr Rush asked the meeting to comment on the proposal to seek funding from Parish Councils for a PCSO estimated at £38k per year including a vehicle. This had been received on 2nd July from the Deputy Chief Constable and circulated prior to the meeting. Various comments were made and the general view was little support for the idea.

10. Highways –

a) Speed initiatives working group update

Mr Johnson gave an overview of the response from SCC case No 185895. The Parish Council are awaiting an estimate of the cost of professional services from SCC Highways so that the PC may authorise the initial costing phase to go ahead. The purpose of this is to provide a costed scheme to introduce roundels and SID locations. SCCllr Robin Vickery agreed to pursue this.

b) Other Highways matters:

- Chair reported that the Gibraltar Crossroads issue seemed to have been locked by SCC Highways. Temporary speed sensors had been deployed at the Gibraltar Crossroads recently. The results showed that of 43000 vehicles registered, 10000 were clocked between 50 and 60 mph. Mr Rush would forward the results on to Mr Vickery.
- Mr Everett reported that a new planning application included a proposal for a new junction on the B1078, approximately 250m west of the Gibraltar Crossroads. Mr Wilks asked for this to be on the next Planning Committee agenda.

11. SAVID (Safer Village Driving) –

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Mr Johnson reported that there had been no meeting since November 2017. Mr Vickery had reported earlier that a budget of £3000.00p to SAVID for a SID had been allocated and he was waiting to hear from SAVID. Clerk advised that he would write to SAVID and seek a response ASAP.

12. Playing Field management Committee –

Mr. Rush advised that there had been a request to alter the weekday of future meetings to a Monday. This had been agreed in principle and Clerk would follow this up and seek a date for the next meeting due in October. A no cost paper bank relocation from the school property to the car park had been done.

13. Play Area Inspections –

Mr. Stanley was not present. Mrs Bailey reported that the Play Area was in good order.

14. Recreation Ground –

Mr Rush advised that quotes for the proposed Recreation Ground improvements were approximately 15-20k in total (including Play Area by the school). These would be presented to the Finance Committee on 30th July. Mr Vickery suggested that an Exemplar bid be considered for funding when more detail was available.

15. VHMC – Mr Johnson reported on a VHMC meeting held on 8th June.

- Two new members have joined VHMC - Rose and Matt Johnson.
- Mr Johnson was nominated for and was elected as chair.
- There were two trustees.
- Checklist/log of regular maintenance/compliance issues being compiled to help manage going forwards.
- VHMC are keen to encourage greater utilisation of the hall by members of the village.
- Policies to be reviewed, in particular in relation to fee structure (to ensure encourages maximum use of the hall).
- Will explore whether new groups/uses for the village hall could be encouraged - we will be arranging a survey of what people in the village would like to see the hall used for (e.g. new clubs, groups, sessions).

16. Request for sponsorship of printing costs for second historical book about Witnesham -

Since the last meeting, a successful request to SDCllr Robert Whiting's ECB to the value of £750.00p had been obtained. The grant has been formally accepted and should be paid into the PC bank account soon. **Council agreed to modify the agreed expenditure to £750.00p, which gave a combined funding of £1500.00p. Acceptance was proposed by Dr Nicol, sec. Mr Templeman: carried.**

17. Tree Officer

Mr Templeman had nothing to report.

18. Churchyard costs Swilland Church.

A formal request for funding assistance to cover grass cutting in Swilland churchyard had been received from the PCC. The total estimated cost was £900.00p. Clerk was to clarify with the PCC whether they require funding

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this year as well. Also a quote from another supplier had been requested by the Clerk after a Mr Stanley asked for this and was pending. Council agreed that the Finance Committee should deal with this at their meeting on 30th July.

19. Allotments

A plot holder had formally asked for permission to keep bees on their plot in Coopers Close. Council discussed and agreed that Mr Rush would consult with a local beekeeper at this initial stage.

Another plot in Coopers Close, which had been let this year to a new tenant, had been reported as unkempt and likely unused. Mrs Bailey would speak with the tenant and feedback to the Clerk.

20. Correspondence – None.

21. EU Directive "The General Data Protection Regulation" (GDPR) - Update

Clerk reported that a draft Information Asset Register (IAR) was work in progress and would be circulated once completed. The PC email contact list "opt in" results were completed. All files containing personal data had been password protected on the Parish Council laptop. A supplied "to do list" was being referenced to proceed with compliance.

22. Finance Update – Clerk as RFO (balances as of 17th July 2018)

a) Current Account	£27,702.78p
b) Ipswich Building Society	£8279.01p

Current financial situation

Clerk reported that there had been no bank transactions since 25th May. A VAT reclaim of £876.80p was due to be submitted soon.

To approve the following payments

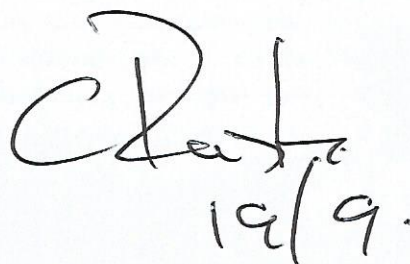
a) Administration June	£185.13
b) Administration May	£185.33
c) HMRC PAYE Tax Q1	£150.40
d) Hall hire April and May	£44.00
e) ICO annual registration fee	£40.00
f) Mob phone top up and postage	£21.96
g) Stationery	£3.49

Recent payments agreed. Proposed by Mrs Shaw and seconded Dr Nicol.

27. Matters to be brought to the attention of the Parish Council –

Dr Nicol said that the Village Show had been very successful according to reports. Mr Rush asked to officially record thanks to Les at the Barley Mow for his efforts over 8 years, including highlights such as the Olympic Torch event and the Giles recreation. A formal welcome was expressed to Michael and Neil, who are the new landlords. Mr Rush also asked to record thanks to Peter and Jan Elmy for their VHMC contributions over many years.

Meeting closed at 9:00 pm


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