

## Swilland and Winesham Grouped Parish Council

Clerk: Mr. Steven Barron

Tel: 07719 176917 Email: [swill-witpc@outlook.com](mailto:swill-witpc@outlook.com)

### Parish Council Meeting

**Weds 21st November 2018, 7.30pm at Winesham Village Hall**

#### MINUTES

1. Chairman welcomed all to the meeting.

Present: Mr Lightfoot, Mr Rush (Chair), Mr Stanley, Mr Templeman, Mr Everett, Mrs Shaw, Mr Johnson, Dr Nicol and Mr Hindle (delayed arrival).

2. The Code of Conduct Declarations of Interest – None

3. Apologies received from Mrs Bailey and SCD Cllr Robert Whiting

4. To approve Minutes from the meeting held on 19th September 2018 -  
**Proposed Mr Stanley, seconded Mr Everett: Agreed as a true record.**

5. Suffolk County Councillor report – SC Cllr Robin Vickery not in attendance.

6. SCDC Councillor report – SCD Cllr Robert Whiting not in attendance  
**SCD Cllr Whiting's November full report can be viewed on the Parish Council web site.** <http://swillandandwinesham.onesuffolk.net/>. The report was circulated prior to the meeting. No comments from council.

7. Police Report (Newsletter PC Website) -

The November ASB meeting had been postponed by one week and Dr Nicol was unable to attend. The minutes of 8th Nov had been received and it was noted that Inspector Pursehouse was moving on. Next meeting Thursday 10th Jan 2019.

8. Planning –

Mr Rush reported (Mr Hindle delayed arrival) on recent applications, whether supported or objected to by the PC, which included:

- Street Farm, was not objected to, awaiting decision by SCDC
- Barley Mow car park, objected to, application withdrawn
- Listed Barn conversion Strugglers Lane, supported, awaiting decision by SCDC
- 1 Mill Lane (Rose Cottage), objected to, awaiting decision by SCDC

Mr Everett reported on Homelands House. A temporary Stop Order to remove cars and a skip, cease car sales and abide by the agreed operating hours had been in place since and was due to end on 14th November. On 15th November, SCDC Planning Committee met and removed the Stop Order from the agenda as it had been complied with. The issue of mini-busses on the site was still unaddressed.

9. Highways –

a) Speed Initiatives Update –

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A follow up by the clerk to SCC Highways was responded to and they were due to visit the site this week now.

Gibraltar Crossroads: Chair reported that he had given this his best efforts and that SCC Highways were not supportive, mainly on the reasoning of stats for the last five years for the site (one RTC). At one point SCC Highways suggested that the PC fund a survey at a cost of £10,000.

Mr Hindle commended the efforts of the chair. The PC agreed they were disappointed with the response. Chair suggested that PC should try and capture all incidents through the local community and would continue to press with Robin Vickery and SCC Highways.

Dr Nicol reminded the meeting of the chaos caused by the repeated road closures on the B1077. Signage had been considered as poor and misleading in some instances. Chair would raise this with Robin Vickery. Possible local road improvements were debated relating to alternative routes used, including a tidy up of passing places in Tuddenham Lane which might help. Chair informed the meeting of a possible cut back of vegetation on Mow Hill and Jubys Hill by a local farmer utilising a heavy duty hedge cutter was possible. **Mr Lightfoot proposed that council follow this up, seconded Dr Nicol: Carried. Clerk to progress.**

#### 10. Footpaths –

Mr Hindle reported that the footbridge between St Marys Church and Manor Farm had been repaired and anti-slip strips had been fitted. The footbridge in the marshes crossing towards Cockfield Hall had been observed as very slippery and this was to be raised with SCC.

There had been some complaints about off road motorcycling on the footpaths at the end of Weyland Road. Mr Hindle would investigate and approach local residents as appropriate. Mr Lightfoot congratulated Mr Hindle on his work to maintain the very special and valued footpath network in the villages.

#### 11. SAVID (Safer Village Driving) –

Mr Johnson reported that there had been an AGM and a Group Meeting on 14th November preceded by a steering group meeting on 2nd November. Two options considered derived from the steering group, were to dissolve SAVID or to continue to operate SAVID as an advisory group to help Parish Councils. One or more representatives from each parish would be required for this to continue. SAVID resolved to continue with a permanent chairperson for the year (rather than three month rota) and would meet again on 13th March 2019 TBC.

#### 12. Playing Field management Committee –

Mrs Bailey had sent correspondence to the chair outlining that after discussing with the Head Teacher at Winesham School, PFMC meetings could be called as and when required. **Council discussed this idea and resolved to keep meetings in the diary, at least two per year for 2019-20, possibly May and October TBC.** Clerk should first contact the school and WASPs and ask for any agenda items for the diary date and call a meeting if appropriate.

#### 13. Play Area Inspections –

Mrs Bailey was not present. Mr Stanley reported that the recreation ground was in good order. Clerk reported that the annual RoSPA inspection of the

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16/1/19

Rec. Ground had reported that a bench near the top of the ground was showing signs of rot. This would be kept under observation by Mr Stanley.

14. Recreation Ground –

Mr Rush advised that grants for the proposed Recreation Ground improvements were being sought via SCDC. Mr Hindle informed the meeting of concern about the condition of the vegetation on the banks by the lower area.

15. VHMC –

Mr Johnson reported that a VHMC meeting was due on 23rd November. One of the trustees would chair the VHMC until the AGM in 2019 as Mr Johnson was standing down from VHMC. Tables and shed proposals would be discussed on 23rd. Chair asked Mrs Shaw if she could continue as the PC rep on the VHMC. This would be dependent on the outcomes of the scheduled meeting.

16. Tree Officer-

Mr Templeman reported that there had been an offer from The Suffolk Tree Warden Network (STWN) and the Woodland Trust, who had joined forces to provide our Tree Warden with the opportunity to plant trees in our parishes, but the deadline was 14th November 2018, so there had been no time to discuss or plan. **This could be a possible agenda item for a future meeting in order to plan ahead for next year.**

17. Allotments

Clerk reported that two vacant plots in Coopers Close had been advertised in "In Touch". Finance Committee had resolved to keep the rates unchanged for 2019-20. Clerk would send rent demand letters out to tenants during November. Council resolved to continue to offer one plot free of charge for 2019-20 only, to be used by a designated charity.

18. Correspondence –

A local resident had written to the PC and voiced concerns over the effects of crop spraying close to the properties in Upper Street Witnesham. The advice from SCDC, which was passed on to the resident concerned, was that this may be something SCDC could look at as an air pollution complaint via their Environmental Protection Team.

19. The Data Protection Act 2018 - Update

**Clerk asked that the meeting approve and adopt the previously circulated General Privacy Notice and Councillors, Staff and Roles Privacy Notice. This was agreed.**

20. 2019-20 Draft Budget and Precept

The 2019-20 draft budget had been circulated prior to the meeting and hard copies were also distributed. Dr Nicol gave an overview of spending so far this year (2018-19) and that the budget had been planned based on the current major projects would be completed by 31st March 2019. Dr Nicol highlighted key points in the spreadsheet and that total budget expenditure for 2019-20 was £15,762.00p, balanced by income and earmarked reserves of £16,377.63p. The meeting seemed unclear on what CIL was held by the council and what, if anything was it earmarked for. **Clerk would circulate**

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**a current council CIL summary after the meeting to all councillors. Mr Hindle proposed that the draft budget be approved and adopted, seconded Mr Lightfoot: carried.**

Dr Nicol explained that if council wanted to keep the same precept, per householder in the parishes, for 2019-20 as that of 2018-19 (i.e. 0% increase), then the actual precept level proposed for council 2019-20 to submit to SCDC should be £13,630.63.

**Mr Johnson proposed that a precept of £13,630.63p should be submitted by council to SCDC for 2019-20, seconded Mr Templeman: carried.**

**21. Finance Update – Clerk as RFO (balances as of 29th Oct 2018)**

a) Current Account	£33,146.65p
b) Ipswich Building Society	£8279.01p

**Current financial situation**

Clerk re-iterated the dependencies of pending projects on the Play Areas and Speed Initiatives (latter dependent on full council approval) in regard to EOY figures in March 2019. The spending so far this year of £4958.18 would increase by at least £3000 after the payments in item 22, if approved, and were subsequently paid.

**22. To approve the following payments (all inclusive of VAT where appropriate)**

Clerk informed the meeting that the invoice for the Community Village Book (item 22 m) was slightly over budget by £19.00p. **Mr Stanley proposed that the payment of the extra £19.00p be approved, seconded Dr Nicol: Carried.**

a) Administration September	£185.33
b) Administration October	£231.41
c) SCC Highways Design Fees	£919.97
d) HMRC PAYE Tax Q2	£150.40
e) Printer Ink and Postage	£20.92
f) B1077 Hedge Cut Back	£108.00
g) Annual Grass Cutting	£1474.20
h) Mobile Phone Top Up	£15.00
i) Rec Ground Annual Inspection	£48.00
j) Annual Web Site Hosting	£60.00
k) Daffodil Bulbs	£59.86
l) Administration November	£185.33
m) Community Village Book	£1519.00
n) Hall Hire November	£22.00

**That the above payments to be approved. Proposed by Mr Stanley and seconded Mr Templeman: Carried**

**23. Matters to be brought to the attention of the Parish Council –**

Mr Hindle reported the Boxing Day walk would start and end at The Moon and Mushroom this year and this had been advertised within "In Touch" magazine.

Mr Johnson announced that he was resigning from the parish council. Mr Rush stated that he was very grateful for Mr Johnson's efforts, particularly in the Speed Initiatives project and wished him all the best.

Meeting closed at 9:05 pm

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