

Swilland and Winesham Grouped Parish Council

<http://swillandandwinesham.onesuffolk.net/>

Clerk: Mr. Steven Barron

Tel: 07719 176917 Email: swill-witpc@outlook.com

Parish Council Meeting

Weds 19th January 2022, at Winesham Village Hall 7:30pm

MINUTES

1. Chairman welcomed all to the meeting and explained the new format.
Present: Dr Nicol (Chair), Mr Dungey, Mr Hindle, Mrs Shaw, Mr Collings, Mr Sharples, Mr Templeman, Mrs Ellis, Dr Williams, Mrs Theunissen and Mr Henley.
In attendance: SCCllr Elaine Bryce (**EB**), ESC DCllr Mr Tony Fryatt (**TF**).
2. **Apologies:** Mr Barlow.
3. **The Code of Conduct Declarations of Interest** – Mr Hindle is a member of Winesham PCC and Dr Williams is a member of Swilland PCC (item 9j)
4. **To approve Minutes from the meeting held on 17th November 2021** – These were agreed as a true record and signed by the Chair.
5. **Matters arising from previous minutes and action points.**
 - a) **Dropped Kerbs, Pavements** - EB reported that she had met with a cabinet member and was quietly confident of forthcoming pavements funding based on accessibilities. It was still being looked at.
 - b) **Water Supply Coopers Close Allotments** – Clerk reported that a site meeting with Dr Williams was pending prior to applying online to Anglian Water.
 - c) **School Crossing Patrol (SCP) Junction High Road and B1077** – Chair reminded the meeting that the application had been rejected SCC as it did not meet the criteria of number of children crossing and traffic. Council approved in principle to appeal the decision pending results from a parent's survey initiated by the School Head Teacher. Mrs Ellis agreed to try to raise the profile of this and EB could support any appeal pending the required evidence from the survey.
 - d) **Playing Field Lease (transferring the land from SCC over to the PC if possible)** – **Update:** Chair informed the meeting that he had received a letter from SCC about the process of the transfer of the land from SCC to the PC. EB reported that she had met with the leader of the Council who seemed sympathetic. The legalities regarding the future of the site would need to be checked and EB was confident of a promising outcome. Clerk would circulate the letter recently received to all councillors.
6. **Community Partnerships (Gibraltar Crossroads grant bid) - update and to confirm budget funding of £2.5k for Gibraltar Crossroads Project.** – Chair reported that he had attended the last Community Partnerships meeting last week and the PC bid for £2.5k joint funding towards the proposed Gibraltar Crossroads 40 mph was successful. It was proposed

seconded and agreed that the PC approve expenditure by budgeting to fund from reserves for 2022-23. Thus the 2022-23 budget was approved to be amended by 2.5k resulting in income of £22,014.24p (was £19,514.24p) and expenditure of £21,670.00p (was £19,170.00p).

EB reported that she had instructed the SCC Safety Team. Council agreed that Ashbocking and Otley Parish Councils should be asked to consider contributing towards the £2.5k as they both stated support for the project within the SCC report. **Clerk would write to both PCs.**

7. **Questions or comments on Reports from SCClr Elaine Bryce (EB) & ESC CClr Tony Fryatt (TF)** There were no questions to EB, who reported that the closed bridge on Witnesham FP39 had been put on top end of the capital for work replacement. EB will update the Clerk when appropriate.

TF asked the meeting about the recent SCC Lorry Route Survey to which the Clerk had responded to citing B1078 and Gibraltar Crossroads as a concern. TF informed the meeting that the next Community Partnerships meeting in February the "Needs for the coming year" would be on the agenda. TF offered to grant £1.5k towards the repair of the Recreation Ground site car park. **Clerk would pursue this.**

8. **The current financial situation** – A report was circulated by the clerk prior to the meeting. Current holdings as of 12th January totalled £25,244.39p.

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

a) Administration November	£327.20
b) Administration December	£327.40
c) HMRC PAYE Q3	£110.00
d) Hall Hire November	£25.00
e) Donation for Baptist Church Hall meetings use	£75.00
f) Zoom license November, December and January	£43.17
g) Play Area Repairs	£885.12
h) Bank service charge Q3	£18.00
i) Annual Grass Cutting	£2395.61
j) St Marys Witnesham churchyard costs	£455.00

Council agreed to approve all the above payments.

10. **To review and approve the Financial and Data Protection Risk Assessment 2021-22** – Clerk and Chair gave an overview of the draft annual Financial and Data Protection Risk Assessment 2021-22. There were no comments and it was proposed, seconded and agreed to approve the risk assessment.

11. **To consider condition and possible resurfacing of Recreation Ground Car Park** – The surface of the car park had been observed to have some issues. These consisted mainly of a large pot hole and some bumpy uneven surface towards the entrance. The issues were discussed and options considered which included a possible concrete run in, pot hole immediate infill repair, possible tarmac partial repair/surfacing, SCC Highways responsibility for the pavement crossing and long-term location and distribution of car parking and an appropriate surfacing. It was agreed that a local resident known to be a supplier to the Village Hall for resurfacing work should be approached to quote for the pot hole infill. **It was proposed, seconded and agreed that issues and solutions should be delegated to the Finance Committee to manage. It was also proposed seconded and agreed that the PC agree the proposed grant from ESC offered by TF could**

should be utilised and be added to by up to a maximum of £2,000.00p from council's reserves if needed.

- 12. To consider a donation to Witnesham Baptist Church for meetings use throughout this year** – Chair explained that as a token of appreciation, the PC should make a donation of £75 to the Witnesham Baptist Church in recognition of their allowance for PC committee meetings use throughout the year. **This was agreed and a S137 payment of £75.00p was approved.**

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

Mrs Ellis asked about dates and events for the Queens Platinum Jubilee and about Speed Indicator Devices (SIDs) and other speed initiatives in the villages. Clerk would send details about these, SAVID's role and the requirement for volunteers to run Community Speedwatch (CSW) and look after SIDs as a pre-requisite.

Mrs Theunissen offered to be a volunteer for CSW and raised concerns about speed of vehicles (including residents) generally in Hall Lane and in particular the blind corner at the B1077/Hall Lane junction. She agreed to seek possible solutions for Council to consider and report back.

Mr Collings reported that 210 saplings had been procured via the Woodland Trust and should arrive early March. A 1.8m Oak had been procured via the Treebilee scheme and should arrive mid Feb. Councillors had been asked to feedback with likely locations so a proposal could be prepared for the PC to consider.

Mr Templeman reported that the Speed Safety Banner mounted in The Street had disappeared before recovery.

Dr Williams the defib by the School may not be working and needed investigation.

Mr Sharples reported that the missing/damaged signage at the B1077 and High Road junction had not been repaired by SCC Highways despite numerous reports to them. It was suggested that the case numbers probably needed to be escalated via EB.

Mr Henley gave an update on the Platinum Jubilee celebration plans and also reported that as he was now unable to continue as "Champion", as he was moving away. It was suggested that the celebration organising committee elect a new Champion. A new Village Recorder would need to take over from Mr Henley. A local resident, Mrs Erica Burrows had offered to take on this role.

Mr Hindle reminded Council that there was a need for one or more new Planning Committee members and asked councillors to consider this. It was suggested that council might consider a plan for the future of the Playing Field for the village. The Playing Field Management Committee status was questioned. The footpath grass cutting schedules had been amended by SCC with the help of EB, to be cut at the end of June.

Mrs Shaw reported that new chairs had been delivered to the Village Hall and the old ones were being recovered. There was no quote yet for the car park resurfacing.

Chair asked for views on a possible second entrance at the school car park in the light complications of the lease and possible transfer of the land from SCC to the PC, which were noted.