

Swilland and Witnesham Grouped Parish Council

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

Clerk: Mr. Steven Barron

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Parish Council Meeting

Weds 21st September 2022, at Witnesham Village Hall 7:30pm

MINUTES

1. Chairman welcomed all to the meeting.
Present: Dr Nicol (Chair), Mr Dungey, Mrs Shaw, Dr Williams, Mrs Ellis, Mr Sharples, Mr Collings, Mr Burrows, Mr Hindle, Mr Templeman and Mr Roots.
In attendance: ESC DCllr Mr Tony Fryatt (TF).
Chair proposed the following which was unanimously agreed by Council. **"The Parish Council is deeply saddened at the recent death of Her Majesty Queen Elizabeth the second. We recognise this is a significant and historic moment which is felt across our community in Swilland and Witnesham"**
2. **Apologies:** Mr Barlow and Mrs Offord. SCCllr Elaine Bryce (EB).
3. **The Code of Conduct Declarations of Interest** – none
4. **To approve Minutes from the meeting held on 20th July 2022** – 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 was not present. The ingress of vegetation onto the pavements adjacent to the B1077 from the War Memorial up to the School were discussed. Another resident had raised concerns to the PC recently. Partial clearance had been achieved however there was still areas that needed cutting back and SCC had not acted to clear. Mr Roots offered to cut back the areas concerned which was agreed by Council. Council thanked Mr Roots for his offer.
 - b) **School Crossing Patrol (SCP) Junction High Road and B1077** – Mrs Ellis reported that there were no volunteers forthcoming from parents to date. Possible media coverage is an option.
 - c) **Playing Field Lease (transferring the land from SCC over to the PC if possible) – Update:** EB was not present. Chair had no update on this and reminded the meeting of the history of this and it was apparent that the SCC officers approach did not match the SCC political lead.
 - d) **SCC Highways Gibraltar Crossroads Project progress** - EB was not present. Chair's view was that Matthew Hicks (MH) could pick this up now as nothing definite had been heard from SCC Highways who were pursuing EB. It was agreed that chair should write to MH accordingly. The political assistant, George Baker had stated that an officer could come to the next PC meeting. **TF agreed to take this up with SCC as the grant from CP might not be spent this financial year with all this uncertainty.**

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6. Questions or comments on Reports from SCClr Elaine Bryce (EB) & ESC CClr Tony Fryatt (TF)

TF highlighted that a new ESC Design Champion had been appointed which was welcomed by the meeting, specifically in terms of planning applications. The full report was posted on the PC website. **Chair asked TF if he would be willing to consider a grant of £1k for the water provisioning project and a £500 grant towards a replacement bench at the Tuddenham Lane B1077 junction. TF advised that this was worth applying for via the ESC website. Clerk would progress.**

7. The current financial situation – A report was circulated by the Clerk prior to the meeting. There were no questions. Current holdings as of 8th September totalled £27,449.03p.

- a) To decide the number of days to publish the "Notice of Conclusion of Audit" received from the External Auditor. **It was agreed that a timespan period of 14 days would be made for publishing.**
- b) To decide on "a reasonable sum" for copying and delivery costs for any requested copies of the 2021-22 AGAR by any resident. **It was agreed that a charge of £5 should be charged for copying and delivery.**

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

a) Administration July	£296.37
b) Administration August	£296.17
c) Fence mesh fixing and bench Play Area	£215.00
d) Dog waste bin provisioning Swilland	£216.23
e) External Audit 2021-22	£360.00
f) QPJ Flower Show costs	£92.68
g) Donation to SAVID	£50.00
h) Daff Bulbs	£246.50

Council agreed to approve all the above payments.

9. To approve expenditure of £275.00p from SCC Highways for SID posts. Council agreed to this expenditure.

10. To consider, update where appropriate and approve a draft Parish Council Projects Plan document. A second draft PC Projects Plan document had been circulated prior to the meeting. Updates were agreed for a few projects in the document. **Council approved the document in principle and the Finance Committee would then look at the details.**

The following item was agreed to be added to the plan:

- **Replace and relocate picnic table by school adjacent to the Play Area**

Clerk would update the document and re-circulate, then publish on the website.

11. To approve changes made to Standing Orders after the adoption the Local Government Association (LGA) new Code of Conduct. Council agreed the amendments to Standing Orders.

12. To appoint a new member of the Finance Committee.

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Mrs Offord was nominated and it was agreed that she should become a member of the Finance Committee.

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

Dr Nicol reported that the cracks in the wall at the Village Hall were being investigated by the VHMC. He also added that Anne Debenham had informed him that the VHMC had arranged for a local provider to resurface the Village Hall car park.

Dr Williams reported on QLS and that an appeal against Kirby Lane had been dismissed (TBC, Dr Williams would check) and Kirby Lane would likely now be in wave 4.

Mr Templeman reported that he had been tending to the young trees procured in the summer, but significant rainfall would be needed before any planting.

Mr Hindle reported that the daff bulbs had been distributed and Mr Collings raised the issue of some rotted bulbs in the delivery. Mr Collings would take this up with the supplier.

Mr Hindle updated the meeting about the footbridge on Witnesham FP39 which is awaiting repair. He had written to the SCC Portfolio member but the response was considered as lame and Mr Hindle will follow this up. The Street Farm planning application from August 2021 still had no determination date and the case officer and ESC Cllr Colin Hedgley had both been written to, seeking reasoning as to why this is the case.

On the Mow Hill planning application for 32 dwellings, responses from sent correspondence was pending from both the land owner and the case officer mainly about the lack of landscaping and access issues.

Dr Nicol updated the meeting on the recent hearing held at ESC around noise complaints about the Barley Mow. The point was made that this local pub is considered a valuable village asset. It was suggested that the Asset of Community Value (ACV) process via ESC might be worth considering. Clerk would circulate the ESC web link to councillors.

Clerk reported that a dog waste bin had gone missing in Weyland Road and that a replacement bin had been ordered. Clerk also reported that one allotment plot in Hall Lane had changed tenancy.

Meeting closed at 8:55 pm

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