

Great & Little Whelnetham Parish Council

Minutes of Parish Council Meeting held Thursday 12 September 2019 at 7.30pm in the Community Centre

Present

Cllr Peter Royce, Chairman, PR

Cllr June Attwood, JA

Cllr Howard Singh, HS

Cllr Tim Webber, TW

Cllr Terry Clements, TC, West Suffolk Council

Cllr Karen Soons, KS, Suffolk County Council

Clerk Elaine Gorman, EG

Others – 1 member of the public

1. **OPENING** – The Chairman declared the meeting open at 7.30pm and thanked all for attending.
2. **APOLOGIES** – None
3. **DECLARATIONS OF PECUNIARY AND LOCAL NON-PECUNIARY INTERESTS** – Cllr Howard Singh currently a member of Suffolk Association of Local Councils (SALC).
4. **MINUTES OF PREVIOUS MEETING** – the minutes of previous Parish Council meeting of 9 July 2019 were agreed by all present as true and accurate records and signed by the Chairman, PR. Proposed JA, seconded HS.
5. **BUSINESS REMAINING FROM PREVIOUS MEETING TO RECEIVE REPORTS AS AN UPDATE ONLY** –
 - a) **UK POWER NETWORKS** – EG explained she had spoken to Greene & Greene Sols and agreed as per the title deeds that UK Power Networks have 1 pole on Parish Council owned land. This has been confirmed with contact at UK Power Networks and EG is now waiting for the 5-year agreement to be sent through from UK Power Networks for signature.
 - b) **RAILWAY LINE WALK** – EG confirmed risk assessment of works had been provided and borehole work had started and was now complete.
 - c) **TRANSPORT AND VAS SPEED SIGNS** – See below in Chairman's & Cllr KS' report.
 - d) **GREAT WHELNETHAM SCHOOL AND PARKING** – See below in Chairman's and Cllr KS' report
 - e) **DEFIBRILLATOR** – Cllr PR reported no further action required.
 - f) **WW1 MEMORIAL BENCH** – Cllr PR requested that this be put in place asap.
 - g) **GRASS CUTTING** – Cllr PR stated nothing to report.
 - h) **PLAYGROUND EQUIPMENT** – EG reported at the Working Party Meeting Thurs 29 August 2019 it was noted that quotes for the cost of the resurfacing of the current playground area had been obtained. The Parish Council agreed to vote and decided unanimously for NGF Play quote. EG said she had spoken to West Suffolk Council and confirmed there is no November 2019 deadline for claiming s106 money as previously advised. The Parish Council have access to and can use all £47k of s106 money for play equipment. EG to proceed with grant application.
6. **PUBLIC FORUM** -

Chairman's report – PR reported he had not received a reply from Suffolk County Council re the road surfacing which had taken place in July at very short notice. PR noted that the work carried out was not good and needed attending to. Cllr Karen Soons said she would follow up and requested PR resend his email which he said was sent on the day of the resurfacing works.

County Cllr's report – KS report attached at appendix A. KS also reported that the speed surveys are still in the process of being reassessed by the director of highways. PR commented that the position of the Suffolk County Council survey equipment was poorly thought out and it would have been better if the equipment had been positioned further upstream in the 60mph zone. PR commented that the data would not be a fully representative assessment of the situation. KS reported progress with the speed reduction on Stanningfield Road, Bells Lane to school. PR agreed.

District Cllr's report – TC reported that the Rural Task Force survey issued by West Suffolk Council is asking for more evidence and stressed the importance of completing the survey by as many people as possible. The survey needs to be completed by 30 September. The Rural Task Force will work to help address barriers for those rural areas outside the 5 market towns of BSE, Haverhill, Brandon, Newmarket, & Mildenhall. Survey can be completed at www.westsuffolk.gov.uk/rural or hard copy at the council offices in Western Way or on a request form policy@westsuffolk.gov.uk or by calling 01284 757633. West Suffolk Hub – proposed Western Way development in Bury St Eds will integrate leisure, police, NHS, and education services in a nationally ground-breaking way. Evidence suggests that when these services are housed together not only is it easier to access but the outcomes are better. Suffolk Needs Met – a training workshop aimed at providing insight into managing personal wellbeing and being emotionally healthy. Plan is to transform services and the emotional wellbeing of all children in West and East Suffolk.

7. **POLICE UPDATE** – police representatives not in attendance, but Neighbourhood Watch monthly crime statistics for July received and read at meeting. Copy of report at Appendix B.
8. **FINANCE** –
 - a) **Payments since last meeting and bank reconciliation – as attached on bi-monthly** accounts statement, signed by Chairman and verified by Cllr Singh. Balances: current account £18548.59, Instant Access Account £1134.78, total in bank £19683.37 less cheques to be presented below.
 - b) **Clerk's expenses** £114.75, SALC Clerk's Course Fees £132.00. All invoices, cheque stubs and to be paid lists initialled.
 - c) **Review of Asset Control & Insurance:** EG reported she had undertaken a spot check of all assets held by the Parish Council at the time of obtaining the Insurance renewal quote. The Asset Register has been updated with both the Memorial Beacon and the Defibrillator listed and both are now appropriately covered under the current insurance agreement in order to manage the potential consequences of a risk occurring. Play Equipment cost of £10,000 was not listed on the Asset Register although it was covered under the current insurance policy. The recently acquired printer, cost £50, for use by the Clerk has also been added to the Asset List and is covered under the current Insurance agreement. Council has assets totalling £23,242. The new Insurance Agreement with Community Action Suffolk, Parish Protect, is for 1 year at a cost of £320.32, which is cheaper than the current year. Under this agreement there is no requirement to list items individually as the Insurance covers assets between the value of £20,000 and £50,000. EG to proceed with renewal.
 - d) **VAT return** amount of £1120.30 refunded into cheque account.
9. **FOR CONSIDERATION** -
 - a) **Fireworks** – council discussed the joint working with the Community Centre on the memorial last year and are keen to make a donation towards the fireworks for the community event this year. HS proposed a donation of £500, seconded by JA, unanimously agreed. Payment to be made at next meeting Tuesday 5 November.

- b) **Quote for tree felling** – Council unanimously agreed against tree being felled. Decision made to obtain quote for cutting back branches on tree. EG to follow up.
- c) **Council discussed grant application from Parochial Church** – JA proposed donation of £100, HS seconded, unanimously agreed. Payment to be made at next meeting on Tuesday 5th November.
- d) **Revised Grit Bin Guidance** – PR will provide plan of location of bins for EG to check and report back to Suffolk County Council.

10. CORRESPONDENCE – thank you card from outgoing clerk, Dianne Everitt.

11. MATTERS FOR CONSIDERATION AT NEXT MEETING – none

12. MEETING CLOSED AT 9.05pm

Next meeting Tuesday 5th November at 7.30pm at the Community Centre

Signed Chairman **Date.....**