

**Great & Little Whelnetham Parish Council**

**Minutes of Parish Council Meeting held Tuesday 21 January 2020 at 7.30pm in the Community Centre**

**Present**

**Cllr Peter Royce, Chairman, PR**

**Cllr June Attwood, JA**

**Cllr Howard Singh, HS**

**Clerk Elaine Gorman, EG**

1. **OPENING** – The Chairman declared the meeting open at 7.30pm and thanked all for attending.
2. **APOLOGIES** – Noted and accepted
3. **DECLARATIONS OF PECUNIARY AND LOCAL NON-PECUNIARY INTERESTS** – Cllr Howard Singh currently a member of Suffolk Association of Local Councils (SALC)
4. **MINUTES FROM THE EXTRAORDINARY PARISH COUNCIL MEETING DATED 17 DECEMBER 2019**. The minutes from the Parish Council Meeting dated 17 December were approved and signed by the chairman as a true and accurate record, proposed HS, seconded JA.
5. **PUBLIC FORUM & REPORTS** – no members of the public in attendance. D Cllr T Clements and C Cllr K Soons submitted reports which had been circulated prior to meeting. D Cllr T Clements’ report highlighted (a) the fact that the Rural Area Task Force had concluded its’ initial work and a presentation to WSC took place 14<sup>th</sup> Jan 2020. (b) WSC will also be discussing the budget. C Cllr K Soons’ report highlighted (a) the opening of the new bridleway in BSE on 17 December linking the south east side of the town with Suffolk Business Park. Providing an off-road route for walkers and cyclists the new path will avoid the busy A14 jct 44. Cllr Soons reported on (b) a new £3 million pot of funding announced for Suffolk projects. Suffolk 2020 Fund is a one-year fund which organisations can bid for a share of. Bids between £50,000 & £500,00 will be accepted within 100 days of the new financial year. SCC’s Finance Cabinet Member, Gordon Jones said nothing is ruled out, so the fund could be used for schemes such as new cycle lanes, electric charging points, road safety schemes, automatic number plate recognition cameras, tree planting or other projects. The money has come from central government. The bids can only be for one-off project costs, rather than being used to prop up the running costs of any project or organisation. (c) Date agreed for plans to tackle Suffolk’s parking problems. From 6 April 2020 parking patrols in Suffolk will be managed by district and borough councils in a bid to improve parking locally and drive down nuisance and unlawful parking in towns and villages across Suffolk. Previously roadside parking offences which were a matter for the police will be dealt with by local district and borough councils under a process known as Civil parking Enforcement (CPE). Moving the responsibility from police to local councils requires statutory notice is given in Parliament. This parliamentary order will be laid on 30 January 2020.
6. **POLICE UPDATE** – NHW Network Area B local crime stats for November 2019 – circulated prior to meeting.
7. **PLANNING APPLICATIONS, APPEALS & NOTIFICATIONS** – (a) **DC/19/2437/VAR** i) Variation of condition 2 of application DC/19/0752/VAR to allow revised drawings, ii) condition 7 security lighting to be installed with details provided on drawing no. 2216\_11B, 12) iii) condition 12 secure cycle storage with details on drawing 2216\_13A, iv) condition 14 soft landscaping scheme with drawing no. 2216\_13A, land adjacent to 1 Hall Cottages, The Street, Lt Whelnetham, **unanimously supported, JA proposed, HS seconded.**

**Signature.....Date.....**

8. **(b) Re-consultation, Planning Application DC/19/2334/HH** – i) First floor rear extension, ii) raise roof of existing garage to create first floor room, iii) installation of brick wall and gates to western boundary (following removal of existing fence), **unanimously objected**.
9. **PLAY AREA/EQUIPMENT REPORT** - circulated prior to meeting. Agreed hole in ground in play area should be filled.
10. **FINANCE** – a) Payments since last meeting and bank reconciliation – Balances: current £14,234.17, instant access account £1134.97, total in bank £15,369.14 less cheques to be approved and issued; b) To approve cheques to be issued – the following cheques were approved , c) bi-monthly financial summary received and approved and cheques to be issued signed.

Detail	Cheque No.	Net (of VAT)	VAT	TOTAL
P Royce - exps	805	29.19		29.19
E Gorman - exps	806	90.77		90.77
<b>TOTAL</b>				<b>£119.96</b>

11. **PRECEPT** – To consider, approve and adopt the 2020/21 budget and complete the Precept application form. The Clerk had provided 3 budget projections indicating a 1, 2, and 3% increase, attached to minutes & precept form. Council unanimously agreed to opt for 3% increase, a figure of £11, 345, to ensure the parish council has sufficient funds to maintain its current & future liability. Chairman, PR, signed precept application form for clerk to return to WSC.
12. **GDPR** – the Chairman, PR reported that as a recommendation from the internal audit dated 13.05.19 the Parish Council should seek to register with the Information Commissioner’s Office (ICO) as a Data Controller. In order to provide evidence of compliance with legislation Council shall adopt the following policies: Subject Access Request Policy & Subject Access Procedure Policy, Data Breach Policies and Procedures, Data Retention & Disposal Policy. Privacy Notices will be displayed on the parish council website along with a Cookie Policy. Council unanimously agreed and Clerk shall apply to the ICO.
13. **CORRESPONDENCE** – a) West Suffolk Council Great British Spring Clean campaign document, b) email from Suffolk Neighbourhood Watch Association
14. **MATTERS FOR CONSIDERATION AT NEXT MEETING** – audit dated 13.05.19 recommendations, memorial plaque name amendment.
15. **MEETING CLOSED AT 9.00pm**
16. **DATE OF NEXT MEETING**  
Tuesday 10 March 2020 at 7.30pm at the Community Centre

Signature.....Date.....