

GREAT WRATTING PARISH COUNCIL

Minutes of Parish Council Meeting

Minutes of a meeting of Great Wratting Parish Council held at 7.45 pm on 17th January 2018
at Little Acorns Fostering, Rook Tree Barn, Withersfield Road, Great Wratting, Suffolk

Councillors Present: Gavin Acheson (GA) (Vice-Chairman), who chaired the meeting, Diana Curtis (DC), Dawn Fisk (DF), Tim Hayes (TH), Steven Robinson (SR)

In Attendance:

Jane Midwood (JM), St Edmundsbury Borough Councillor
Mary Evans (ME), Suffolk County Councillor

2 members of the public:

Mr Mathew Hoare
Mr Anthony Lundrigan

Richard Bowler, Clerk

1. PUBLIC FORUM (15 MINUTES)

Mr Hoare, the applicant, spoke about planning application DC/17/2501/FUL.

Mr Lundrigan, the applicant, spoke about planning application DC/17/2677/HH.

(7.50 pm JM joined the meeting)

KEITH TURNER, Chairman of Great Wratting Parish Council, July 2016-January 2018

The chairman paid tribute to Mr Keith Turner, Chairman of the Parish Council until his death on 12 January. He said Mr Turner had been a good friend to the village and would be greatly missed. Borough Cllrs Evans and Midwood also paid tribute to Mr Turner.

2. ACCEPTANCE OF APOLOGIES FOR ABSENCE

None

3. LOCAL AUTHORITY REPORTS

b) St Edmundsbury Borough Council

- JM said the merger between St Edmundsbury Borough Council and Forest Heath District Council had been approved and would take effect in May 2019. With fewer councillors on the combined council some ward boundaries would change. Parish Councils were being consulted.
- There was no more news on plans for the Great Wilsey development.
- Planning permission had been given for the new 'waste hub' on the outskirts of Bury St Edmunds.
- She had received representations from objectors to both the planning applications on the agenda.
- She was taking the Borough Council's new Locality Officer on a familiarisation visit round Withersfield ward, including Great Wratting, on January 23.

(8.05 pm JM left the meeting)

4. RECEIVE MEMBERS' DECLARATIONS OF INTEREST

Cllr Acheson declared an interest in Item 8(a)(ii) as he lives opposite the property.

5. TO APPROVE AND SIGN THE MINUTES OF THE LAST MEETING

Deferred until later in the meeting.

MATTERS ARISING

DF asked councillors to send her photographs of themselves and brief biographies for the new Parish Council website.

All

Signed (Vice-Chairman) Date

8.	<u>PLANNING APPLICATIONS</u>	
a)	Clerk to report on any planning applications received.	
	i) DC/17/2501/FUL Land east of Waterfields, School Road, Great Wratting CB9 7HA Erection of dwelling (2-bedroom house) Mr M Hoare The applicant was asked about various aspects of the plan.	
	ii) DC/17/2677/HH Bradmore, Withersfield Road, Great Wratting CB9 7HD Loft conversion Mrs Lundrigan Mr Lundrigan was asked about various aspects of the plan.	
	Further discussion about both applications was deferred until later in the meeting.	
6.	<u>PARISH COUNCIL WEBSITE</u>	DF
	DF said she had uploaded some material but there had been some problems, which she hoped to resolve soon.	
	The Clerk had also experienced some difficulties with the website. He was asked to upload agendas, minutes and the cash book.	Clerk
7.	<u>THE VILLAGE LINK</u>	Clerk
	DC said here was nothing to report. Clerk to send her resumé of draft minutes after each meeting for publication in The Village Link.	
	(8.57 pm ME joined the meeting)	
3.	<u>LOCAL AUTHORITY REPORTS</u>	
a)	Suffolk County Council	
	<ul style="list-style-type: none"> - ME has arranged a meeting in Clare on 7 February with County Council's Rights of Way Manager. The Parish Council was invited to send a representative or submit questions in advance. - An energy advice clinic, particularly relevant to older and more vulnerable people, had been held in Clare. It may be repeated, with transport being provided from the villages. - The County Council is to spend more on resurfacing roads. - School transport plans are out for consultation. From 2019 new pupils eligible for free school transport would be offered it to the nearest school. - She was asked about interest shown by Little Wratting residents in liaising with Great Wratting Parish Council. She will supply contact details. 	All
	(9.17 pm ME left the meeting)	
9.	<u>HIGHWAYS</u>	
a)	VAS – Analysis of VAS data	
	SR reported on data from the Vehicle-Activated Signs during December. On the main road through the village there were 8,000-9,000 traffic movements per week, with the average speed near Coronation Cottages being 36 mph. He will try to analyse the data further, to assess the extent to which drivers are speeding.	SR
10.	<u>LITTER PICK</u>	
	Deferred to next meeting.	
11.	<u>FINANCE</u>	
a)	To receive the financial report from the RFO including bank balances	
	Clerk to ensure that these are provided at future meetings.	Clerk
	Bank balances to be e-mailed to members following this meeting.	Clerk

Signed (Vice-Chairman) Date

- b) To receive and approve payments since last meeting and authorise any cheques for signature
- The following payments were approved:
- | | ref | payee | details | amount |
|-----|------|------------------|--|---------|
| i | 0190 | The Village Link | Copies of "The Village Link" (Nov 2017-Nov 2018) | £510.00 |
| ii | 0191 | Richard Bowler | Clerk's salary (Nov 2017) | £164.80 |
| iii | 0192 | Richard Bowler | Clerk's salary (Dec 2017) | £164.80 |
| iv | 0193 | BDO | 2017 external audit fee | £30.00 |
- c) To agree the budget for 2018-19
It was agreed that the 2018-19 budget should be the same as for 2017-18.
The level of reserves is to be discussed at the next meeting. The Clerk was asked to give guidance on standard practice regarding reserving levels. Clerk
- d) To agree the precept for 2018-19
It was agreed that the parish precept for 2017-18 would be unchanged at £5,107.00.
- e) Timetable for year-end accounts
The Clerk presented an annual calendar detailing the schedule to be followed to ensure timely production of year-end accounts and the Annual Return.
Clerk to circulate the financial calendar with each agenda. Clerk
Clerk to arrange date for internal audit. Clerk
It was agreed that Michael Williamson, of MiJan Ltd, should be re-appointed as internal auditor for 2018.
- f) To consider giving Clerk view-only access to the Parish Council's bank accounts
Agreed
- g) To consider paying the Clerk by monthly Standing Order
Agreed
12. MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL
The Clerk reported that Haverhill Area Forum's next meeting, to which parish councils are invited, is on 19 March. The Vice-Chairman felt the Parish Council should be represented. Clerk to circulate details when available. Clerk
- Meeting with SCC Rights of Way Manager
DF said she might attend the meeting arranged by ME with the Rights of Way Manager. DF
- Election of Chairman
The Clerk reported that the Parish Council would have to elect a new Chairman at its next meeting.
- Vacancies
The Clerk said the Borough Council would be advertising the Parish Council's two vacancies.
8. PLANNING APPLICATIONS (resumed)
- a) Clerk to report on any planning applications received.
- i) DC/17/2501/FUL
Land east of Waterfields, School Road, Great Wratting CB9 7HA
Erection of dwelling (2-bedroom house)
Mr M Hoare
- The Parish Council took note of the comments of residents living next to this site but agreed that it had no objections to the application.

Signed (Vice-Chairman) Date

- ii) DC/17/2677/HH
Bradmore, Withersfield Road, Great Wratting CB9 7HD
Loft conversion
Mrs Lundrigan

The Parish Council took note of the comments of residents living near this property but agreed it had no objections to this application in principle. However, it was concerned that the zinc roof might have a highly reflective surface and hopes that instead it will resemble, as far as possible, the more traditional slate roofs seen in other parts of the village.

13. ITEMS FOR NEXT MEETING

None

5. TO APPROVE AND SIGN THE MINUTES OF THE LAST MEETING (resumed)

The minutes of the meetings held on 19 July, 17 August (as amended), 20 September (as amended), 26 September and 24 October 2017 were approved.

Approval of the minutes of the meeting on 15 November 2017 was deferred until the next meeting.

14. DATE OF NEXT MEETING

The next meeting of the Parish Council is on Wednesday 21st March 2018.

There being no further business the Chairman thanked the Councillors for their attendance and declared the meeting closed at 10.17 pm.

Signed (Vice-Chairman) Date