

## GREAT WRATTING PARISH COUNCIL

### Minutes of Parish Council Meeting

Minutes of the meeting of Great Wrating Parish Council held at 7.45 pm on 18<sup>th</sup> July 2018  
at Little Acorns Fostering, Rook Tree Barn, Withersfield Road, Great Wrating, Suffolk

**Councillors Present:** Diana Curtis (DC) (Chairman), Dawn Fisk (DF), Beverley Griffin (BG), Tim Hayes (TH), Claire Martin (CM)

**In Attendance**

1 member of the public: Joanne Mahon

Richard Bowler, Clerk

**1. PUBLIC FORUM (15 MINUTES)**

Joanne Mahon spoke about her concern over a police investigation following a complaint made against her. This related to parking in The Street, Great Wrating.

She also reported that the '30 mph' signs at the Thurlow end of the village were badly faded. (Clerk to report this to the County Council.)

Clerk

*(The public forum ended at 8.05 p.m.)*

**2. ACCEPTANCE OF APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Acheson and N Curtis.

**3. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST**

None.

**4. ANNUAL BUSINESS *(deferred from Annual Meeting of Parish Council)***

Deferred to later in the meeting

**5. LOCAL AUTHORITY REPORTS**

**a) Suffolk County Council**

County Cllr Mary Evans was not able to attend the meeting, but submitted a written report.

- Mr Simon Plant, of Little Wrating, had been trying to contact the Clerk, without success, concerning the possibility of linking the two parishes.
- PC Jon Gerrish had been appointed to a newly-created role as the area's Police Community Engagement Officer, and is keen to meet residents.
- The County Council's 'Nearest Suitable School' policy for entitlement to free school transport is to be phased in from September onwards. Children already in a school to which they get free transport, whether it is their nearest or not, will continue to have that entitlement until they leave that school or move house.
- SCC has set up a joint buying group to help residents and businesses buy solar PV panels, with the confidence of knowing that they are using reputable suppliers. Previous schemes have realised a 20-35% saving, thanks to economies of scale. More information is at [www.solartogethersuffolk.co.uk](http://www.solartogethersuffolk.co.uk)
- In her new role as the County Council's Cabinet Member for Highways and Transport she has launched a review of highways operations and at some point will ask for views on issues such as the County Council's management of road closures, pothole repairs and highways communications.

**b) St Edmundsbury Borough Council**

Borough Cllr Jane Midwood was unable to attend and sent her apologies.

Signed ..... (Chairman)      Date .....

|            |   |             |
|------------|---|-------------|
| <b>6.</b>  | <b><u>RECEIVE MEMBERS' DECLARATIONS OF INTEREST</u></b><br>(Item included on agenda twice by mistake)   |             |
| <b>7.</b>  | <b><u>TO APPROVE AND SIGN THE MINUTES OF THE LAST MEETING</u></b>   |             |
| a)         | <b>To approve the minutes of the Annual Meeting of the Parish Council, held on 16<sup>th</sup> May 2018</b><br>The minutes were approved.   |             |
| <b>8.</b>  | <b><u>REVIEW OF ANNUAL PARISH MEETING</u></b><br>The Chairman felt that the Annual Parish Meeting had been fairly well attended, although attendance had sometimes been better in the past.   |             |
| <b>9.</b>  | <b><u>PARISH WEBSITE</u></b><br>Cllr Fisk said she was keeping the website updated and would like to have photographs from around the parish to put on it. She will issue an appeal via the 'e-mail tree', asking for photographs and other items which could be added.                                 | DF<br>All   |
| <b>10.</b> | <b><u>VILLAGE LINK</u></b><br><b>Appointment of 'Village Link' representative<sup>(DC)</sup></b><br>Cllr Fisk was appointed as the Parish Council's representative.   | DF          |
| <b>11.</b> | <b><u>PLANNING APPLICATIONS</u></b>   |             |
| a)         | <b>Clerk to report on any planning applications received</b>  |             |
| i)         | DC/18/1108/FUL<br>Great Wrattling Water Treatment Works, School Road, Great Wrattling<br>2 kiosks housing UV plant; security fencing; associated works<br>Applicant: Anglian Water  |             |
| ii)        | DC/18/1130/TCA<br>Anglian Water, School Road, Great Wrattling<br>Felling 1 mali tree to allow installation of UV scheme<br>Applicant: Anglian Water   |             |
|            | With both these applications it was felt that the Parish Council had insufficient detail and that a site meeting would be beneficial.   |             |
| b)         | <b>Previous planning applications</b><br>None   |             |
| <b>12.</b> | <b><u>HIGHWAYS</u></b>  |             |
| a)         | <b>VAS – to appoint volunteer to manage use of equipment</b><br>Cllr Martin agreed to take on this role and will consult ex-Cllr Steven Robinson about what needs to be done.   | CM          |
| <b>13.</b> | <b><u>LITTER PICK</u></b><br>Cllr Griffin agreed to organise litter picks in the village. Cllr Hayes offered to consult ex-Cllr Robinson about the procedure.<br>This autumn's litter pick will be on 1 <sup>st</sup> September; the following one will be in the Spring of 2019 (date to be arranged). | BG<br>TH    |
| <b>4.</b>  | <b><u>ANNUAL BUSINESS</u></b> (deferred from Parish Council's Annual Meeting)   |             |
| a)         | <b>Review Standing Orders and Financial Regulations</b><br>Clerk to circulate both documents.   | Clerk       |
| b)         | <b>Annual risk assessment/maintenance inspection</b><br>Agreed that Cllr N Curtis would be asked to carry out a maintenance inspection. Clerk to carry out risk assessment.   | NC<br>Clerk |

Signed ..... (Chairman)      Date .....

|     |   |  |        |         |        |   |                |  |        |    |                |                                     |        |  |
|-----|---|--|--------|---------|--------|---|----------------|--|--------|----|----------------|-------------------------------------|--------|--|
| c)  | <b>Dates and times of future meetings</b><br>Clerk to circulate dates and times of meetings for remainder of 2018-19.   | Clerk  |        |         |        |   |                |  |        |    |                |                                     |        |  |
| 14. | <b><u>FINANCE</u></b>   |  |        |         |        |   |                |  |        |    |                |                                     |        |  |
| a)  | <b>To receive financial report</b><br>The report was not yet available.   |  |        |         |        |   |                |  |        |    |                |                                     |        |  |
| b)  | <b>To formally agree cheque signatories</b><br>These had been agreed at a previous meeting.   |  |        |         |        |   |                |  |        |    |                |                                     |        |  |
| c)  | <b>To receive and approve payments since last meeting and authorise any cheques for signature</b><br>The following payments were approved:  |  |        |         |        |   |                |  |        |    |                |                                     |        |  |
|     | <table><tr><td></td><td>payee</td><td>details</td><td>amount</td></tr><tr><td>i</td><td>Cllr Dawn Fisk</td><td>Refreshments for Annual Parish Meeting (23.5.18)</td><td>£29.40</td></tr><tr><td>ii</td><td>Cllr Dawn Fisk</td><td>Gift for retiring Parish Councillor</td><td>£40.00</td></tr></table>  |  | payee  | details | amount | i | Cllr Dawn Fisk | Refreshments for Annual Parish Meeting (23.5.18) | £29.40 | ii | Cllr Dawn Fisk | Gift for retiring Parish Councillor | £40.00 |  |
|     | payee   | details  | amount |         |        |   |                |  |        |    |                |                                     |        |  |
| i   | Cllr Dawn Fisk  | Refreshments for Annual Parish Meeting (23.5.18) | £29.40 |         |        |   |                |  |        |    |                |                                     |        |  |
| ii  | Cllr Dawn Fisk  | Gift for retiring Parish Councillor              | £40.00 |         |        |   |                |  |        |    |                |                                     |        |  |
|     | <b>2017-18 Annual Return</b><br>It was agreed that the Parish Council may need to hold an Extraordinary Meeting on 1 <sup>st</sup> August to approve the 2017-18 Annual Return.   |  |        |         |        |   |                |  |        |    |                |                                     |        |  |
| 15. | <b><u>MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL</u></b>   |  |        |         |        |   |                |  |        |    |                |                                     |        |  |
| a)  | <b>Storage of old documents<sup>(DC)</sup></b><br>Clerk to collect Parish Council papers from ex-Cllr Steven Robinson.  | Clerk  |        |         |        |   |                |  |        |    |                |                                     |        |  |
| b)  | <b>Communications with Thurlow Estate<sup>(CM)</sup></b><br>It was felt that there was a need to improve communications with Thurlow Estate. Approach to be agreed at the September meeting.  |  |        |         |        |   |                |  |        |    |                |                                     |        |  |
| c)  | <b>To nominate keyholder for Parish Council noticeboards<sup>(Clerk)</sup></b><br>Cllr Fisk will be the keyholder, in addition to the Clerk.  | DF   |        |         |        |   |                |  |        |    |                |                                     |        |  |
| d)  | <b>To discuss move to register the Red Lion pub in Great Wratting as an Asset of Community Value<sup>(TH)</sup></b><br>Agreed to wait until after handover to new landlord in September. Cllr Hayes' draft nomination form was discussed. He will now finalise the draft, discuss the idea with the new landlord and report back at the Parish Council's September meeting. | TH   |        |         |        |   |                |  |        |    |                |                                     |        |  |
| e)  | <b>Village Emergency Plan<sup>(TH)</sup></b><br>Cllr Hayes explained how an Emergency Plan would work in Great Wratting. It was felt that it was not needed in the parish but it was agreed that the decision not to have one should be reviewed annually.  |  |        |         |        |   |                |  |        |    |                |                                     |        |  |
| f)  | <b>To discuss links with Little Wratting<sup>(TH)</sup></b><br>Cllr Hayes said that if the two parishes were to link or combine there could be a need to agree on boundaries, a new name and procedures. He is to circulate a document to Parish Councillors for discussion at the September meeting.   | TH   |        |         |        |   |                |  |        |    |                |                                     |        |  |
| g)  | <b>Introductory pack for new Parish Councillors<sup>(TH)</sup></b><br>Cllr Hayes has sent an introductory pack to new Parish Council members.   |  |        |         |        |   |                |  |        |    |                |                                     |        |  |
| h)  | <b>Parking in The Street, Great Wratting<sup>(TH)</sup></b><br>Following a brief discussion about the concerns raised by a resident earlier in the meeting it was agreed that this was not a matter for the Parish Council.   |  |        |         |        |   |                |  |        |    |                |                                     |        |  |
| i)  | <b>Use of the ford in The Street, Great Wratting<sup>(TH)</sup></b><br>The use of the ford by various groups and individuals was discussed. It was agreed that it would be kept under review but that no action should be taken by the Parish Council at present.   |  |        |         |        |   |                |  |        |    |                |                                     |        |  |

Signed ..... (Chairman)      Date .....

**16. ITEMS FOR NEXT MEETING**

None

**17. DATE OF NEXT MEETING**The next meeting of the Parish Council is on Wednesday 19<sup>th</sup> September 2018.**18. CLOSURE OF MEETING**

There being no further business the Chairman thanked the Councillors for their attendance and declared the meeting closed at 10.03 pm.

Signed ..... (Chairman)      Date .....