

WATTISFIELD PARISH COUNCIL

Minutes of the Parish Council held on Monday 18th December 2023 at 7:30pm at the United Chapel, Chapel Road, Wattisfield.

Present:

Councillor Geoff Wade (GW) Chair

Councillor Mick Elflain (ME) Vice Chair

Councillor Rick Meyer (RM)

Councillor Matt Vaughn-Williams (MVW)

Councillor Cynthia Payne (CP) Not present

Councillor David Dyer (DD)

Also present: 6 members of public and District Cllr Richard Winch.

Item	Description
1.	<p>PUBLIC FORUM</p> <p>MOP – Reported that Hinderclay Road had experience flooding with the recent heavy rain. There is a wall at the end of Lime Tree Road Close which is broken and does not keep the water at bay. Explained that the water cannot get away and encroaches on the properties in this area. Nobody seems to take responsibility.</p> <p>MOP – confirmed the issues already stated and added further areas. A man called Mr Cotton who represented the farmer had come to measure the ditches but no further has been heard from the landowner.</p> <p>MOP – concerned that the County Council would not offer any assistance unless the house had been flooded. Asked for the parish council to apply pressure on those responsible to do something.</p> <p>Chair believes that Mr Cotton has written a report on the state of the ditch and has asked for a copy of this report. He also believed that Cllr Fleming had arranged for the SCC Drainage Officer to visit the affected area and talk to the residents.</p> <p>Cllr Winch informed that the £500 grants have been paid to those who were flooded internally. These people will also qualify for the central government £5000 grant. Details of these are still to be worked through.</p> <p>Suffolk CC will only investigate those who have completed the evidence gathering form.</p>

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	<p>MOP not so concerned with the grants, but would like to know what is being done to prevent this from happening in the future.</p> <p>Cllr ME reported that Reparien Responsibilities of landowners will be highlighted in the next Wattisfield Warbler.</p> <p>Cllr RM felt that an engineer needs to look at how the water flow can be slowed down and areas which can be used as a flood plain to take excess water to drain away water slowly.</p> <p>MOP concerned that dogs are being walked off a lead on parish roads. She also reported events of anti-social behaviour with damage to her property. The Chair encouraged her to report these incidents to the police.</p> <p>Cllr Winch agreed to contact Cllr Fleming to find out the timescale for the drainage inspections.</p>
2.	<p>REPORT FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS</p> <p>County Councillor Fleming was not present.</p> <p>District Cllr Richard Winch highlights include: -</p> <ul style="list-style-type: none"> • Joint LP has been adopted. • A simplified Neighbourhood Plan application process is coming in the near future. • Gateway 14 has been opened. • Consultation paper for listed buildings currently out. • Call for land for tree planting in the parish. • Living Well in Winter • Cosy Homes – free insulation <p>Cllr GW asked about RW report relating to Local housing. RW clarified that this was in relation to affordable housing and housing for the elderly.</p>
3.	<p>APOLOGIES</p> <p>To receive apologies and approve the reasons for any absences.</p> <p>Apologies received from Councillor Telford (AT). Apologies accepted Councillor Cynthia Payne (CP) Not present</p>
4.	<p>DECLARATIONS OF INTEREST</p> <p>None declared.</p>

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5.	<p>REQUESTS FOR DISPENSATIONS</p> <p>No requests received.</p>
6.	<p>MINUTES OF THE PREVIOUS MEETING</p> <p>The minutes of the meeting held on the 20th November 2023 were approved subject to the amendments as indicated on the document circulated.</p>
7.	<p>MATTERS ARISING FROM MINUTES</p> <p>To consider matters arising that are not covered by subsequent agenda item.</p> <p>ME reported that the Church clock has been repaired and was keeping good time.</p>
8.	<p>WATTISFIELD VILLAGE HALL AND RECREATION GROUND</p> <p>a) Verbal update from the Wattisfield Village Hall Redevelopment Group Purcells have said that the preliminary report should be available next week.</p> <p>The bar is doing well. There have been leaks from the roof and trouble with the heating which is going to be repaired.</p> <p>b) Updated Terms of Reference for the WVHRG as presented by the group to be considered and approved by Council. TOR not available at time of publishing agenda.</p> <p>Cllr ME proposed to agree the Terms of reference as presented - Seconded Cllr MVW</p> <p>The Terms of Reference for the WVHRG were approved unanimously by Council.</p>
9.	<p>FINANCE & ADMINISTRATION</p> <p>a) - To confirm the issue of cheques for the following payments: Vch 82 – Purcell Architecture – 2nd stage invoice - £2341.08 Vch 83 – Community Action Suffolk – website hosting - £60.00 Vch 84 – Wages for P9 - £332.97 Vch 85 – HMRC – PAYE P9 - £83.20</p> <p>The payments listed above were approved by Council.</p> <p>b) – Bank reconciliation @ 30.11.2023 – Appendix A</p> <p>The Bank reconciliation was noted by Council.</p> <p>c) – Budget Monitoring report to 17th December.</p> <p>The Budget Monitoring report was noted by Council.</p>

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	<p>d) – Council to consider and approve the purchase of a new laptop with Microsoft 365 including .com email address, for the clerk from reserves. Cost to be no more than £750.00</p> <p>The Council considered the Clerk’s report and a discussion was held regarding the two quotations received and listened to the Clerk’s recommendation.</p> <p>Council agreed to accept the quotation for replacement and installation of the laptop from Red Dune for £616.00 plus VAT to be funded from reserves. Proposed by ME, Seconded by RM.</p> <p>e) Council to consider the draft Budget for 2024/25 and make a decision on the precept for the next financial year.</p> <p>The Council discussed the draft budget for 2024/25 as presented by the Clerk.</p> <p>Council did not feel that they could agree the budget presented as it was felt that the increase should be kept below the rate of inflation. Action - Clerk asked to represent this and a second option reducing the uplift to 8% and reducing the Village Hall equipment budget to £2k.</p>
10.	<p>PLANNING MATTERS</p> <p>a). To consider any response to any planning applications notified by the District Council.</p> <p>DC/23/05549 – Land East of Walsham Road, Wattisfield – Application for permission in principle for the erection of one dwelling.</p> <p>ME led a discussion on the planning application. It is stated on the application that the settlement boundary is outside of the parish.</p> <p>Propose that the Council objects to this application as the application is outside of the settlement boundary for parish.</p> <p>Agreed by Council unanimously.</p> <p>b) – Planning Decisions for Council to note.</p> <p>None received at time of drafting agenda.</p>
11.	<p>TREE SURVEY</p> <p>Council to consider quotation for tree survey and appoint a contractor.</p> <p>Council considered the two quotations received for the tree survey from Oakfield Arboricultural Services and Ligna Consultancy.</p>

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	<p>Council accepted and approved the proposal from Oakfield Arboricultural Services based on cost and that they had carried out the previous survey and had knowledge of the service required.</p>
12.	<p>CORRESPONDENCE RECEIVED</p> <p>To consider any correspondence previously circulated.</p> <ul style="list-style-type: none"> a) Listed building consultation – Noted b) Request for donation from Citizens Advice Mid Suffolk – Council considered the request and agreed to make a grant of £100 under Section 137. Proposed c) Update on flood support payments from MSDC – Noted d) Briefing note from SCC on Storm Babet, and Local Evidence Collection form Action - Clerk to ask residents for copies of resident's forms that they have completed. e) Pride in Your Place Grant award – The Clerk informed Council that we had been successful in our application for the £250 grant. Works to commence and be co-ordinated by Cllr RM f) Call for Land for Nature recovery – Noted
13.	<p>QUESTIONS TO THE CHAIRMAN</p> <p>Items for the next Agenda. Revised budget 2024/25 Precept claim.</p> <p>ME – Wattisfield Warbler should be ready for distribution soon.</p> <p>GW reported that the finger post for Footpath 8, Cemetery Lane/Millers Lane is missing. Action: Clerk to report on the SCC Portal.</p> <p>GW reported that the gate post at cemetery is being replaced.</p>
14.	<p>DATE OF NEXT MEETING</p> <p>The date of the next Parish Council meeting was confirmed as Monday 15th January 2024 at 7.30 pm.</p>
15.	<p>To close the meeting - 21:30</p>



Appendix A

Council name	Wattisfield Parish Council			15.
Bank account	Main Current Account			
Balance per bank statement at 27/11/2023	45,354.43			
Uncleared Payments				
Date	Customer/Supplier Reference	Amount		
21/08/2023	Wendy Alcock 001098	-49.74		
16/10/2023	Wattisfield URC 001089	-90.00		
20/11/2023	Pucell Architecture 001095	-1,249.08		
20/11/2023	M Eiflain 001096	-35.20		
20/11/2023	SALC 001097	-18.00		
TOTAL		-1,442.02		
TOTAL NET BANK BALANCES AT 27/11/2023			43,912.41	
Opening balance			30,943.35	
Total receipts			32,309.42	
Total payments			-19,340.36	
Total transfers				
Closing balance per cash book (must equal net bank balances above)			43,912.41	
Earmarked Reserves				
Election Fees			2000	
Trees			3300	
Community Transport			2000	
Village Hall			3000	
CIL			21990	
Total earmarked reserves			32,290	
General Reserves			11,622	



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