

WATTISFIELD PARISH COUNCIL

Minutes of the Parish Council on Monday 21st August 2023 at 7:30pm

Present:

Councillor Geoff Wade (GW) Chair
Councillor Mick Elflain (ME) Vice Chair
Councillor Cynthia Penn (CP)
Councillor David Dyer (DD)
Councillor Ann Telford (AT)
Councillor Rick Meyer (RM)

In Attendance

3 members of the public.

| Item | Description |
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| 1. | PUBLIC FORUM No questions |
| 2. | REPORT FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS County Councillor Jessica Fleming and District Councillor Richard Winch have been invited to attend. Cllr Richard Winch (RW has given apologies for this meeting but his report has been circulated to Councillors) Cllrs Jessica Fleming also gave apologies – No report was submitted. |
| 3. | APOLOGIES To receive apologies and approve the reasons for any absences. None |
| 4. | DECLARATIONS OF INTEREST To receive disclosures of personal and prejudicial interests on matters to be considered at the meeting. None declared |
| 5. | REQUESTS FOR DISPENSATIONS To receive requests for dispensations. No requests received. |
| 6. | MINUTES OF THE PREVIOUS MEETING The minutes of the meeting held on 17 th July 2023 were approved with one amendment as below. RM – Proposed as Rewilding representative |

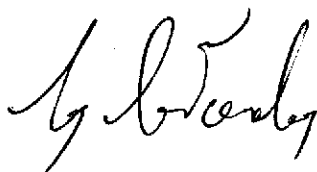
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| 7. | <p>MATTERS ARISING FROM MINUTES</p> <p>To consider matters arising that are not covered by subsequent agenda item.</p> <p><i>REC</i></p> <p>None</p> |
| 8. | <p>ADMINISTRATION</p> <p>8a) Co-opting an additional councillor to the PC</p> <p>Expressions of interest have been received from two candidates who have supplied resumes of their reasons for wishing to take the vacancy on the Council.</p> <p>Council heard from the two candidates and asked questions.</p> <p>The Council held a vote and by a majority of 4 to 2 Matthew Vaugh-Williams (MV-W) was appointed.</p> <p>MV-W was invited to join the Council following signing the acceptance of office.</p> <p>8b) Appointment of Clerk and Responsible Finance Officer</p> <p>Wendy Alcock was confirmed as Clerk of the Council and Responsible Finance Officer.</p> <p>8c) Adoption of Wattisfield PC Privacy Notice.</p> <p>Council unanimously agreed to adopt the Privacy Notice as presented.</p> <p>8d) Review of Insurance for approval of the quotation from Zurich Insurers.</p> <p>The renewal insurance documents had been previously circulated to Council. The Clerk confirmed that the fee had increased by £38.12 from the previous year which is in line with the current market costs.</p> <p>Council agreed unanimously to approve the quotation for Insurance from Zurich.</p> |
| 9. | <p>Taken before 8 - WATTISFIELD VILLAGE HALL AND RECREATION GROUND</p> <p>9a) To discuss feasibility study by Architects (Purcell) and paying their fee for a survey and report.</p> <p>Chris Allen (CA) was in attendance to speak as Chair of the Wattisfield Village Hall Redevelopment Group.</p> <p>He asked for Council to approve the procurement of services from Purcell Architect to produce option plans for the village hall. The quotation for the work is £4400.00.</p> <p>The Clerk reported that she had checked with the district council Infrastructure Team if the Neighbourhood CIL could be used to pay the professional fees as there</p> |

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were insufficient funds within the general reserves. They had confirmed that the profession fees could be paid from the Neighbourhood CIL receipt.

An invoice would need to be raised by Purcell's for the work made out to Wattisfield Parish Council to be sent to the Clerk's email address.

Council agreed unanimously to approve works as proposed by Wattisfield VH Redevelopment Group for Purcell Architects for options £4400.00.

AT asked what the proposal might be for permanent income generation at the VH. Worried that some of the information is out of date. Chris confirmed that these would be included in the scope for the architects and that nothing is set in stone. The current plan includes a skate park and bike track. Previous advice from MSDC planning would be that this is unlikely to be granted permission. AT asked if a plan could be produced for the field to the village hall as separate options.

CA explain that the working group was unclear of terms of reference with apply for the project.

Action - Clerk agreed to draw up a Terms of Reference for the Wattisfield Village Hall Redevelopment group.

CA asked why the Parish Council meeting was not holding meetings at the village hall. PC were told that the hall is currently not suitable.

9b) Any other matters relating to the Village Hall & Recreation Ground

Following successful music festival, it shows a desire for the village to support the village hall going forward in the future.

DD has carried out a search on the village hall who do not currently have an entertainment licence. The village hall committee needs to be informed that they need the appropriate licence for events.

Action – Clerk to write to Martyn Dove as chair of the Village Hall Committee.

AT asked when the grass might be cut. GW Reported that there have been delays due to the wet weather. It will be cut as soon as possible.

10.

VILLAGE POND

Update on work to improve the area.

ME referred to the meeting on the 3rd March with MSDC. MSDC have not delivered on the promises which were made for improvement.

Proposed writing to the people who attended the meeting and ask for a progress report.

Action - Clerk agreed to write to MSDC representatives.

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| | <p>There is an on-going problem with people feeding the ducks corn which is impacting on the quality of the water.</p> <p>Action - ME agreed to add an article to the Warbler.</p> |
| <p>11.</p> | <p>FINANCE</p> <p>11a - To confirm the issue of cheques for the following payments:</p> <ul style="list-style-type: none"> • Vch 60 - EasyPC - £54.00 – Accounts licence Fee July 2023 -March 2024 • Vch 61 - Zurich Municipal (if agreed at 8d above) – £601.42 • Vch 62 - Clerk’s expenses - £49.74 • Vch 63 - Staffing - £241.85 • Vch 64 - HMRC - £60.40 • Vch 65 – M Elflain – Expenses - £31.28 <p>The payments listed above were approved by Council.</p> <p>11b – Bank reconciliation @ 05.05.2023 The Clerk confirmed the balance on the account at the 5th May as £34,069.56 Statements have been received now to the 31st July so a current reconciliation will be provided at the next meeting.</p> <p>AT asked what the agreed earmarked reserves were.</p> <p>Action – Clerk agreed to include reserves on the next bank reconciliation presented to Council.</p> |
| <p>12.</p> | <p>PLANNING MATTERS</p> <p>12a.To consider any response to any planning applications notified by the District Council.</p> <p>(i) DC-23-1154 – Demolition of existing structures to provide new employment floor space – Shepherds Grove Industrial Estate, East Sumner Road, Hepworth.</p> <p>Concerns around increased traffic on the A143 and diversions through the village. Council feel that a large roundabout would help traffic flow.</p> <p>There are already hold-ups on the A143 on various pinch points. Wle W have asked for a crossing by the leisure centre we support these.</p> <p>WPC objects on the basis that the traffic impact to the local amenities significantly.</p> <p>Action – RM agreed to draft objection for Clerk to forward to West Suffolk Council.</p> <p>(ii) DC-23-03773 – Commercial to dwelling change of use – Cutting Cottage, Bobby Hill</p> |

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| | <p>No objection.</p> <p>(iii) DC-23-03724 – Erection of commercial workshop – Ashwell Construction Ltd, Summer Road, Walsham Le Willows.</p> <p>No objection</p> <p>(iv) DC-23-03128 – Request for removal of conditions – Land Adjacent to The Old School, The Street, Wattisfield</p> <p>WPC Supports this application.</p> <p>12b – Planning Decisions DC-23-02512 – Mill House, Diss Road, Wattisfield – Permission granted.</p> <p>The planning decision was noted by Council.</p> |
| 13. | <p>REWILDING GROUP UPDATE</p> <p>RM attended a meeting of the group and gave an overview of the discussions and plans. He is confident that they will come up with a plan for the village public area.</p> |
| 14. | <p>CORRESPONDENCE RECEIVED To consider any correspondence previously circulated.</p> <p>14a – Pride in your place funding – Action - Clerk to circulate application form for discussion at September meeting.</p> <p>14b – Chapel Road parking letter – For information and comment. Action Clerk to reply to resident.</p> <p>14c – No Cold Calling Zone – Considered</p> <p>14d – Request for representatives on Wattisfield Town Estate Charity Action - ME to write to the second representative to ask if he is still happy to represent. GW is happy to continue.</p> |
| 15. | <p>QUESTIONS TO THE CHAIRMAN To consider any questions to the chairman and whether any items should be added to future agendas. Items for next agenda: -</p> <ul style="list-style-type: none"> • Walking Leaflet ✓ • Probation period for the gardens at the recreation grounds. ✓ • Diss Motorcycle Club. • Meadow Side Field Walsham Road, Planning enforcement correspondence. ✓ |
| 16. | <p>DATE OF NEXT MEETING To confirm the date of the next Parish Council meeting as Monday 18th September 2023 at 7.30 pm.</p> |
| 17. | <p>TO CLOSE THE MEETING – 21:35</p> |

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