

WATTISFIELD PARISH COUNCIL

Minutes of the Parish Council on Monday 20th November 2023 at 7:30pm at the United Reformed 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 Penn (CP)

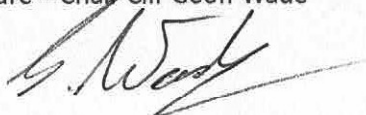
Councillor Ann Telford (AT)

Also present: 8 members of public.

| Item | Description |
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| 1. | <p>PUBLIC FORUM</p> <p>MOP – Wattisfield Renovation Group. Concerned that the leaflet states that they are encouraging bats by installing bat boxes.</p> <p>MOP – most in attendance are concerned about the recent flooding. Feels that the ditches should be cleared by the land owners to prevent future incidents before the happen. Looking to the parish council to put pressure on the appropriate authorities to ensure that preventative action is taken.</p> <p>RM – Confirmed that Cllr Fleming has visited the affected area to look to for a consolidated approach to finding a solution.</p> <p>Action - Parish Council to write to the land owners to remind them of their responsibility for clearing their ditches to prevent flooding. Mr Barker - Farmer</p> <p>Action - Formally request that Cllr Fleming to request the drainage engineer carry out a full investigation. A large representation from residents at the parish council meeting are very concerned that a repeat of recent flooding is likely to occur if no action is taken. Residents would like to be present when any meetings are to be held.</p> <p>MOP – Asked if the church clock could be looked at as it has stopped for 2-3 months. Chair to bring up at matters for the next meeting.</p> <p>MOP – community garden has a very spiky plant not sure if this is appropriate for a play area.</p> |

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Signature – Chair Cllr Geoff Wade




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| | <p>RM – Looked at the environment agency website for the new housing development and it is not clear whether a flood risk assessment had been completed on this development. Cllr AT confirmed that it had been completed and mitigating actions were put in place. Amendment: Cllr AT has no knowledge if remedial works were undertaken.</p> |
| 2. | <p>REPORT FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS County Councillor Jessica Fleming – not present. No apologies received. Apologies received from District Councillor Richard Winch.</p> |
| 3. | <p>APOLOGIES To receive apologies and approve the reasons for any absences. Councillor David Dyer (DD) – apologies received by email Monday 14:15.</p> |
| 4. | <p>DECLARATIONS OF INTEREST None declared.</p> |
| 5. | <p>REQUESTS FOR DISPENSATIONS No requests received</p> |
| 6. | <p>MINUTES OF THE PREVIOUS MEETING The minutes of the meeting held on 16th October 2023 were approved unanimously.</p> |
| 7. | <p>MATTERS ARISING FROM MINUTES 20's Plenty – article in Warbler. 2 members of the public have requested areas in the village which they would like the parish council to put forward for 20 mph. ME – to draft a raise a response.</p> |
| 8. | <p>ADMINISTRATION a) Confirmation of the Local Government Services Pay Agreement 2023/24. Council to approve the pay award for payment from December plus arrears owed from the 1st August. Council accepted and approved the pay agreement and agreed to pay the arrears to the Clerk against the new pay award from the 1st August.</p> |
| 9. | <p>WATTISFIELD VILLAGE HALL AND RECREATION GROUND a) Verbal update from the Wattisfield Village Hall Redevelopment Group Purcell's are now preparing a report with their proposals. The Hot Frog Bar at the village hall is doing very well and drawing people into the hall.</p> |



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| | <p>b) Terms of Reference for the WVHRG to be considered and approved by Council.</p> <p>It was felt that the TOR did not reflect the purpose of the group. Amendment: Cllr ME The draft TOR were considered unsuitable and would be reviewed by the group at its next meeting.</p> <p>WVHRG to reconsider the wording of the TOR to be represented at a future meeting for approval.</p> <p>c) Council to discuss the plan for the Village Hall going forward after the Feasibility Study outcome – for discussion and decision.</p> <p>Council felt that it would not be possible to look at how the project may go forward until the feasibility study is received.</p> <p>The clerk informed that she had asked Community Action Suffolk for advice and they are prepared to talk to Council and WVHRG how the project could be set up. It was agreed that this would need to happen once a decision has been made following the feasibility study.</p> |
| <p>11.</p> | <p>FINANCE</p> <p>a) - To confirm the issue of cheques for the following payments:</p> <p>Vch 75 – Wages – P8 - £241.65</p> <p>Vch 76 – Clerk expenses – Aug/Sept/Oct expenses - £115.53</p> <p>Vch 77 – HMRC – PAYE P8 - £60.60</p> <p>Vch 78 – Purcell Architecture Ltd – Initial invoice for Feasibility - £1249.08</p> <p>Vch 79 – M Elflain – Warbler Sept & Nov 23 - £35.20</p> <p>Vch 80 – SALC – Conference 29/11 - £18.00</p> <p>The payments listed above were approved by Council.</p> <p>b) – Bank reconciliation – Statements not received for August and October to date.</p> <p>The Clerk confirmed that after many phone calls and letters to the Council bankers they have at last changed the new contact address for the account. A transaction listing has been requested from August to October (not yet received) to enable a bank reconciliation for presentation at the next Council meeting.</p> <p>c) – Budget Monitoring report to 6.11.23 – Noted.</p> <p>The Clerk informed that the draft budget would be presented to Council at the next meeting to approve the precept and budget for 2024/25.</p> |
| <p>12.</p> | <p>PLANNING MATTERS</p> |

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| | <p>a). To consider any response to any planning applications notified by the District Council.</p> <p>None received at time of drafting agenda.</p> <p>b) – Planning Decisions for Council to note.</p> <p>(i) DC/23/03128 - Land Adjacent to The Old School, The Street, Wattisfield – Permission granted.</p> <p>(ii) DC/23/03731 - Wagtails, Walsham Road, Wattisfield – Permission granted.</p> <p>(iii) DC/23/04610 Cutting Cottage, Bobby Hill, Wattisfield – Discharge of conditions approved.</p> <p>The planning decisions were noted.</p> |
| <p>13.</p> | <p>REFURBISHMENT OF BUS SHELTER</p> <p>For discussion and decision – Cllr Meyer</p> <p>A resident had offered to refurbish the bus shelter and a plan was circulated.</p> <p>It was proposed and agreed unanimously. An application to the Pride in Your Place grant funding to be made for £250.</p> <p>Action - RM to supply breakdown of the costs to the clerk. Clerk to complete the application form by the 30th November.</p> |
| <p>14.</p> | <p>TREE SURVEY</p> <p>Cllr GW explained that the last survey was completed in December 2020. It was agreed that another survey is required based on the specification previously drawn up by Cllr GW to be used for the specification.</p> <p>Proposed and agreed unanimously.</p> <p>Action - Clerk to request quotations for survey in line with the financial regulations</p> |
| <p>15.</p> | <p>BMSDC Public Transport Strategy</p> <p>Carried forward from the last meeting. Cllr Winch had asked for suggestions where public and community transport could be improved following funding received by the district council - For discussion and comment</p> <p>Cllr Winch was not present but had asked for any suggestions to be emailed to him.</p> <p>Action – Clerk to forward suggestions previously made to Communities Together – East Anglia.</p> |

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| 16. | <p>CORRESPONDENCE RECEIVED</p> <p>To consider any correspondence previously circulated.</p> <ul style="list-style-type: none"> a) Review of the MSDC Poling Districts – No comment b) Illegal Rave in Walsham – Police response – Noted c) Flood prevention for land owners – Noted |
| 17. | <p>QUESTIONS TO THE CHAIRMAN</p> <p>Cllr GW - Church clock is not working and has not been for at least two months.</p> <p>Action - Clerk to request the horologist to visit to repair and service.</p> <p>Cllr GW – The Cemetery post is broken and needs to be repaired.</p> <p>Action – Cllr GW to contact the parishes handyman.</p> <p>Cllr GW reported that the finger post for the footpath No 8 on Church Green Lane is broken.</p> <p>Action - Clerk to log fault on SCC website.</p> |
| 18. | <p>DATE OF NEXT MEETING</p> <p>The date of the next Parish Council meeting was confirmed as Monday 18th December 2023 at 7.30 pm.</p> |
| 19. | <p>The meeting was closed at 21:40</p> |

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