

**Minutes of the Annual Meeting of Wilby Parish Council at Coronation Hall on Wednesday, 10<sup>th</sup> May 2017 at 7.30pm.**

**Attendees: Cllr Ian Williamson (Chair), Cllr Steve Lee, Cllr Ian Taylor, District Cllr Julie Flatman, 5 Residents & Julie Collett (Parish Clerk).**

- 52.17 To elect a Chairman:** Cllr Ian Williamson agreed to stand as Chairman. Proposed by Cllr Lee, seconded by Cllr Taylor. Agreed & duly elected. Cllr Williamson signed the Declaration of Acceptance of Office.
- 53.17 To elect a Vice-Chairman** Cllr Holliday had agreed prior to the meeting that he was willing to stand again. Proposed by Cllr Williamson & seconded by Cllr Lee. All agreed.
- 54.17 To agree council representation.** Council unanimously agreed the following representations:
- (i) SALC - Cllr Williamson
  - (ii) Village Hall – Cllr Taylor
  - (iii) Planning – Cllr Lee
  - (iv) Tree Warden – Julian Roughton
  - (v) Footpath Warden – No representative at present
  - (vi) Finance Working Group – Cllrs Williamson, Holliday & Taylor.
- 55.17 To consider accepting apologies for absence** Apologies accepted from Cllr Holliday due to holiday.
- 56.17 To approve and sign the minutes of the council meeting on 1<sup>st</sup> March 2017** Council unanimously agreed the minutes.
- 57.17 To record declarations of interest from members in any item to be discussed** Cllr Taylor declared a non-pecuniary interest to item 65.17.
- 58.17 To consider dispensation from members in any item to be discussed** None received.
- 59.17 To update progress on co-option of a new Parish Councillor** John Atkinson & Richard Woolgrove both expressed an interest in joining the Parish Council. Both candidates gave a resume of their previous careers and their interest in the village. Cllr Williamson requested that they both remained for the duration of the meeting and a decision would be taken on their co-option at the beginning of the July meeting.

**Public Forum**

- (i) Parishioner's questions or comments Chair of the Village Hall Committee Alison Taylor reported that she had attended a funding meeting in Metfield, with other Chairpersons of Parish Councils. Many parishes seem to be working closer together with the Parish Council giving financial support to the Village Hall. Alison stated that maybe the Hall committee & PC could start to work closer together. Alison also reported that they were being disturbed early in the mornings by a bird scarer on the adjacent fields and NFU guidelines state that these should not be going off before 7am in the morning or after 10pm in the evening and not on a Sunday. The Parish Council suggested that Alison Taylor should speak with the person who farms the land and if no positive response is received the Parish Council could then intervene.
  - (ii) District & County Councillors' reports District Councillor Julie Flatman had nothing new to report, but was happy to take questions. Following a question from Cllr Lee, Cllr Flatman confirmed the Endeavour House consultation is now taking place. Stowmarket will retain an office for planning officers. Apologies were received from County Cllr Guy McGregor due to a prior engagement. However, he has confirmed that he has been re-elected as County Councillor for the Hoxne & Eye Division receiving more than 50% of the votes.
  - (iii) To received the Footpath Warden's report No report.
  - (iv) To receive a report from the Tree Warden No tree warden.
- 60.17 To receive an update on outstanding actions from last meeting:**
- (i) Wilby Road Angel Bends Repairs. Confirmation received that these works have been ordered but no completion date received as yet.
  - (ii) Footpaths 1, 10 & 20 Footpath No 1 has been inspected & showed no sign of slime. No further action to be taken by PROW. Footpath 10 has been cut back and is on the Autumn cutting schedule. Footpath 20 confirmation received that a bridge has now been installed.
  - (iii) Marker posts at Russell Green No update received.

(iv) Headwall Cllr Taylor. Update was received from Suffolk County Council, confirming that there is no immediate threat of collapse. The most appropriate repair technique and cost will be decided over the coming financial year. Cllr Taylor will continue to liaise in his capacity as Village Hall Committee member.

**61.17 To consider new & outstanding planning applications, including consultation responses**

- (i) 1548/17 Wilby Manor, Wooten Green, Wilby The Council unanimously agreed to support this application.
- (ii) 1549/17 Wilby Manor, Wooten Green, Wilby Listed buildings application. The council supports this application subject to the Planning Officer being satisfied with the alterations being consistent with the Listed Buildings Regulations.
- (iii) 0607/17 Jackdaw Cottage, Brundish Road, Wilby. Permission granted. Noted
- (iv) 0263/17 4 St Marys Close. Wilby. Permission granted. Noted

**62.17 To consider the correspondence received.**

- (i) Certificate of Registration from the Information Commissioners Office
  - (ii) Suffolk Accident Rescue Services Letter of thanks
  - (iii) Diss CAB letter of thanks
  - (iv) EAAA letter of thanks
  - (v) Certificate of membership from CAS
  - (vi) SALC Annual Training Programme
  - (vii) The Local Councillor
- All correspondence was noted.

**63.17 To update on the VETS system.** Six volunteers have come forward. However, several questions were asked about the operation of the scheme. The clerk will find out more information ready for the next meeting.

**64.17 To update on the SID.** No poles installed as yet. The SID is due to arrive Friday 12<sup>th</sup> May. Clerk will insure the SID and update the asset register. **After Note** the SID has now arrived and is being held by Cllr Williamson. The poles are due to be installed in the next couple of weeks.

**65.17 To consider financial assistance to the Village Hall** Discussion took place regarding assisting the Village Hall financially. The meeting was advised of the relevant legal powers of the Parish Council. Cllr Williamson considered any decisions should await until a full council is in attendance. The council then needs to decide if it is to fund the village hall and if so, whether this would be by an annual grant or funding for specific project(s). The Village Hall Committee were particularly concerned about the future of the car park having received a quote to re surface the car park for £27,000. It was agreed to hold an informal meeting between members of the Parish Council, Village Hall Committee and the School within the next two months to discuss the issue of funding support for the hall.

**66.17 To approve the end of year accounts.** Accounts approved.

**67.17 To approve the Annual Governance Statement 2016/2017** Approved

**68.17 To receive updated accounts for the current year.**

**69.17 Finance**

Current Account	Bank balance	£2188.36
Reserve Account	Bank balance	£6226.83

Balances noted

**70.17 To approve the Account Payments**

(i) J Collett	£324-52
(ii) J Collett	£3-80
(iii) Westcotec Ltd	£3510-00
(iv) SALC	£18-00
(v) SALC	£90-00
(vi) D Holliday SID locks	£17-25
(vii) Suffolkbiz Web Fee	£100-00
(viii) J Collett	£76-18
(ix) J Collett	£7-82
(x) SALC	133.24

All payments approved.

**71.17 To approve the Account Receipts**

- (i) SALC Transparency Fund      £22.00
  - (ii) SCC                                      £1000-00
- Payments noted

**72.17 To receive and discuss items from Parish Councillors** The recent neighbourhood planning meeting reported back on by the Chairman confirmed in Cllr Lee’s view that a Neighbourhood Plan would be inappropriate for Wilby but a simpler form of Plan could be required in the future. The Neighbourhood Plan is a vehicle to help promote growth. In addition to developer led projects, there are other ways of achieving new developments, ie Community Right to Build. However, parishes without Neighbourhood Plans could be more vulnerable to any new large scale developer led projects. Cllr Williamson thanked Councillors and residents for attending & supporting the Annual Parish Meeting.

**73.17 To receive items for the next Agenda**

- Co-Option
- Update on VETS
- Update on SID
- Village Hall help

**74.17 Date and time of the next meeting: Wednesday 12<sup>th</sup> July 7-30pm in Coronation Hall.**

**75.17 Meeting Closed at 9-15pm.**

Minutes agreed as correct

Chair \_\_\_\_\_ Date \_\_\_\_\_ -

