

Minutes of the Annual Meeting of Wilby Parish Council at Wilby Coronation Hall on Wednesday 2nd May 2018 at 7.30pm.

Attendees: Cllr Ian Williamson, Cllr Steve Lee, Cllr Richard Woolgrove, Cllr Karen Collins, Cllr Robin Cross, District Councillor Julie Flatman, Tree Warden Julian Roughton, Clerk Julie Collett and two residents.

- 72.18 To elect the Chairman** Cllr Ian Williamson agreed to stand as Chairman. Proposed by Cllr Woolgrove, seconded by Cllr Lee. Agreed & duly elected. Cllr Williamson signed the Declaration of Acceptance of Office
- 73.18 To elect a Vice-Chairman,** Cllr Woolgrove proposed Cllr Lee, who was willing to stand. Seconded by Cllr Williamson and agreed unanimously.
- 74.18 To agree council representation.** The council unanimously agreed the council representation as follows:
- **SALC** Cllr Ian Williamson
 - **Planning Lead** Cllr Steve Lee
 - **Footpath Warden** Cllr Karen Collins
 - **Tree Warden** Julian Roughton
- 75.18 To consider accepting apologies for absence** Apologies received from Cllr Ian Taylor
- 76.18 To approve and sign the minutes of the council meetings on 26th March & 3rd April.** Minutes were agreed as correct.
- 77.18 To record declarations of interest from members in any item to be discussed** Cllr Collins expressed a non pecuniary interest in item 82.18 (i). Cllr Williamson expressed a non pecuniary interest in item 80.18(ii). Cllr Lee expressed a pecuniary interest in item 89.18
- 78.18 To consider dispensation from members in any item to be discussed** None received.
- Public Forum**
- (i) Parishioner's questions or comments No comments
 - (ii) District & County Councillors' reports Apologies from County Councillor Guy McGregor. District Councillor Julie Flatman reported on the Ladies Cycling Tour taking place in the area on 13th June. This is due to come through Wilby. Cllr Flatman has organised a competition for the school and Stradbroke are organising a BBQ, outside screening of Jungle Book, fun bikes and other activities. Funds are available of £150 for activities if Wilby wishes to apply contact Jo Beevor at Mid Suffolk.
 - (iii) To received the Footpath Warden's report No report
 - (iv) To receive a report from the Tree Warden Julian Roughton reported that Suffolk County Council have agreed to fund approximately 12 oaks that will be planted later in the year along the first stretch of London City Road. Julian also has old maps of trees within Wilby dated from late 19th Century.
- 79.18 To receive an update on outstanding actions from last meeting:**
- (i) London City Road ref 175308/191574 Highways have sorted this problem short term but suggest Wilby PC contact highways to arrange a new pipe and to move the drainage to the lower part of the kerb. Clerk to follow up.
 - (ii) CIL Payments. Confirmation has been received that the two houses on the Church Farm site were pre CIL and after the introduction of S106 agreement not applicable to small sites. Therefore, no funds are available. However, funds have now been received relating to Cowslip Barn, Messuage Farm. Still no details received re the Church Close development, clerk to chase.
 - (iii) Mobile mast at the Church. The clerk has written to the PCC confirming the councils support for this project.
- 80.18 To consider new & outstanding planning applications, including consultation responses**
- (i) Russell Lodge, Russell Green. Amended application The Council have now seen revised drawings and fully support them.
 - (ii) Foals Green Cottage. Planning App ref DC/18/01544 Extension Cllr Lee took the Chair following Cllr Williamson's non-pecuniary interest in this application. The extension does not seem sympathetic to the overall character of the building. The large continuous area of render and shallow roof facing North East is an unacceptable view from the footpath. Note: The application states that the property cannot be seen from the footpath, we believe this to be incorrect. The application was therefore not supported but council had

no objection in principle to the extension of the property. Clerk to respond top Planning authority accordingly.

- 81.18 To update on the Neighbourhood Plan** Cllr Woolgrove reported that meetings have been held with various consultants and the group will soon decide on which one is the most suitable and to the extent the consultants will be involved. A meeting with Mid Suffolk is scheduled for the 9th May.
- 82.18 To consider the correspondence received.**
(i) EACH The council agreed not to donate to this charity.
- 83.18 To consider purchasing spares for the defibrillator.** The council unanimously agreed to purchase replacement pads and to authorise the Clerk to buy replacements as and when necessary to ensure the defibrillator is always ready to use. Cllr Woolgrove will check what routine maintenance needs to be done.
- 84.18 To consider the purchase of Grit Bins.** A resident from Church Close has requested Grit Bins. The council will need to confirm whether Church Close is an adopted road. If not, Suffolk County Council will not service the bins. Possible other sites are Swan Corner, Church Farm Barn corner & London City Road. Proposed size and colour Green 400 Litre. Defer for more information to next meeting. After Note: it has been confirmed that the Church Close roads are not adopted.
- 85.18 To approve the end of year accounts.** The end of year accounts were unanimously approved.
- 86.18 To approve the Annual Governance Statement.** This was unanimously approved.
- 87.18 To consider exemption of a full external audit.** The Council unanimously agreed that it met the criteria for exemption of external audit.
- 88.18 To update the Asset Register.** The asset register was updated and agreed following the purchase of a new laptop.
- 89.18 To consider the response to the consultation on the Stradbroke Neighbourhood Development Plan.** Following discussion, the Councillors unanimously agreed not to respond.
- 90.18 Finance**
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|------------------------|---------------------|------------------|
| Current Account | Bank Balance | £1264.05 |
| Reserve Account | Bank balance | £10150.61 |
- Balances noted.
- 91.18 To approve the Account Payments**
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| (i) J Collett | Expenses | £78.76 |
| (ii) J Collett | Laptop | £465.00 |
| (iii) SALC | Subscription | £137.90 |
- All payments were approved.
- 92.18 To approve the Account Receipts**
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|-----------------------------------|--------------------|-----------------|
| (i) SALC Transparency Fund | £387.64 | |
| (ii) Interest | £1.14 | |
| (iii) Mid Suffolk | Precept | £2102.50 |
| (iv) Mid Suffolk | CIL Payment | £1387.55 |
- All receipts noted.
- 93.18 To receive and discuss items from Parish Councillors** Cllr Lee suggested that planning applications should be shown on the big screen in the village hall. Will look into how this is achievable.
- 94.18 To receive items for the next Agenda**
- Letter to Highways update
 - Grit Bins
 - Internal Audit report
- 95.18 Date and time of the next meeting: Annual Parish Meeting of Wilby 9th May 2018 7pm. Wilby Parish Council meeting 11th July 2018 7-30pm.**
- 96.18 Meeting Closed 9.45pm**

Signed as correct

Chairman _____ Date _____

