

Minutes of the Meeting of Wilby Parish Council at Wilby Coronation Hall on Wednesday 9th January 2019 at 7.30pm.

Attendees: Cllr Ian Williamson (Chair), Cllr Steve Lee, Cllr Richard Woolgrove, Cllr Karen Collins, Cllr Robin Cross, County Councillor Guy McGregor, Footpath Warden Alison Walls & Parish Clerk Julie Collett

No parishioners attended.

- 1.19 To consider accepting apologies for absence** No apologies.
- 2.19 To approve and sign the minutes of the council meeting on 14th November 2018.** Minutes agreed and signed as correct.
- 3.19 To record declarations of interest from members in any item to be discussed** Cllrs Lee, Collins & Cross declared a non-pecuniary interest in item 7.19.

4.19 To consider dispensation from members in any item to be discussed

Public Forum

- (i) Parishioner's questions or comments No parishioners attended
- (ii) To receive reports from the District & County Council No District Councillor. County Cllr Guy McGregor reported the consultation document for Sizewell C had now been published. This project is the biggest in Europe and will have a serious impact on an Area of Outstanding Natural Beauty. The site appears to be too small for this project and the traffic too great for the condition of the local highways. The Highways Maintenance Service working out of Halesworth needs to be more pro-active. Many CAB's have considerable reserves, therefore Cllr McGregor voted in favour of retaining Trading Standards Officers rather than giving funds to the CAB's.
- (iii) To receive a report from the Footpath Warden. Welcome to Alison Walls who has agreed to become Footpath Warden for Wilby. Alison has walked many of the footpaths and identified various problems that have been reported on the Suffolk County Council reporting tool online. Alison will update the council with progress to the repairs. Alison suggested improvements could be made to the footpaths and council agreed that a plan be put together showing new ideas. Cllr McGregor suggested funds may be available from the locality budget.
- (iv) To receive a report from the Tree Warden. Apologies from Julian Roughton but a report has been received as follows: an additional 5 oak trees have been planted along London City Road as well as protecting naturally regenerating young oaks with tree shelters. 40 trees have been delivered to Will Regis who will be planting these e.g. along the back road to Laxfield. It is hoped to secure further trees for planting in 2019/20 should other landowners want to plant trees. If parish councillors can let Julian know of anyone who would like to have any trees for next autumn that would be very helpful.
- 5.19 To receive an update on outstanding actions from last meeting:**
- (i) Headwall Ref 226766 The update received states that the culvert on Brundish Road between Marriotts Close and village hall has not qualified for the draft 2019/2020 drainage programme. However, the council feel that the headwall issue is not the one referred to on the response. Clerk will clarify.
- (ii) Data from SID Cllr Cross has produced a summary of data from the SID for the period October to December 2018. A copy is on file. This will be repeated in six months. The council expressed thanks to Cllr Cross.
- (iii) Road repairs in Wilby. The current repairs have been completed. Cllr Lee & Cross will now carry out their inspection of the local roads and report any further problems to SCC before the end of the current financial year.
- (vi) Footpath Map Update Cllr Collins. The map has been started. However due to earlier discussions on footpaths some amendments may be done before completion.
- (v) Public Rights of Way The footpaths are still awaiting inspection. The Footpath Warden has now taken responsibility for these.

The following planning items were discussed after item 1.19. Following the discussions and agreement of response Cllr Lee left the meeting.

- 6.19 To consider new & outstanding planning applications, including consultation responses.**
- (i) Planning Application DC/18/05501 Russell Green Cottage Change of Use** Council unanimously agreed to support this application. Clerk had received confirmation of an extension for the reply until 11th January 2019.
- (ii) Planning Application Appeal Ref APP/W3520/W/18/3209602 Change of Use Brundish Crown.** Having regard to the appeal against the planning decision to withhold consent from an application to change the use of The Crown public house in Brundish to residential use, Council resolved: given the interest of Wilby residents to continue to support the planning decision; to work jointly with Brundish Parish Council in preparing a submission to the Inspector determining the appeal to be submitted by 15 January 2019, and in so doing to employ a consultant to assist with drafting at a cost of up to £350 (to be shared between both councils); and to delegate to the Chairman and Councillor Lee responsibility for approving the final submission to the Inspector on behalf of the council with the outcome being reported to a future meeting of council. Proposed by Cllr Williamson and seconded by Cllr Collins and unanimously agreed by council.
- 7.19 Progress Report Neighbourhood Plan** A report from Cllr Lee confirmed the consultation event was a huge success. Cllr Lee and Stuart Banks are meeting Andrea Long on 16th January to discuss items, that will enable them to provide a financial forecast for 2019/2020. The information collected so far will be collated and assessed at a meeting on 31st January. Cllr Collins has now received 44 email forms from residents signing up to receive regular updates.
- 8.19 To receive the minutes from the FWG.** Noted
- 9.19 To receive updated accounts.** Noted
- 10.19 To agree the budget for 2019-2020** The clerk presented the updated budget Cllr Williamson proposed that council accept the budget for 2019/2020. Seconded by Cllr Woolgrove and agreed by all.
- 11.19 To agree the precept for 2019-2020** Cllr Williamson proposed that council agree a precept of £5625-00 for the year 2019/2020. Seconded by Cllr Woolgrove and agreed by all.
- 12.19 Finance**
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|------------------------|---------------------|------------------|
| Current Account | Bank Balance | £5048.65 |
| Reserve Account | Bank balance | £10111.31 |
- 13.19 To approve the Account Payments**
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|---|------------------------|-----------------|
| (i) J Collett | Salary | £535.68 |
| (ii) Bartlett Signs | NP Banners | £225.60 |
| (iii) K Collins | NP Exp | £47.70 |
| (iv) DataTech | Email Address | £40.00 |
| (v) K Collins | NP Exp | £8.00 |
| (vi) Display Wizard | NP Exp | £307.19 |
| (vii) Bettaprint | NP Exp | £151.80 |
| (viii) Compass Point | NP Exp | £1377.60 |
| (ix) S Banks | NP Exp | £15.47 |
| (x) J Collett | Expenses | £66.76 |
| (xi) St Marys Church | Donation | £100.00 |
| (xii) Citizens Advice Bureau | Donation | £50.00 |
| (xiii) East Anglian Air Ambulance | Donation | £50.00 |
| (xiv) Eye & District Vol Centre | Donation | £20.00 |
| (xv) Suffolk Accident Rescue Service | Donation | £15.00 |
| (xvi) Information Commissioners Office | Data Protection | £40.00 |
- All payments were unanimously approved.
- 14.19 To approve the Account Receipts**
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|-----------------------|----------------------------------|--------------|
| (i) Interest | 29th June | £1.69 |
| (ii) Interest | 30th September | £2.79 |
| (iii) Interest | 31st December | £4.95 |
- Council noted the receipts.

15.19 To consider the correspondence received.

- (i) Suffolk Accident Rescue Service
- (ii) Council Tax Bases

Noted

16.19 To review the GDPR Risk Assessment. Deferred to next meeting.

17.19 To adopt the @wilbypc.org.uk email. Few initial problems with the use of this email that Cllr Cross will endeavour to sort, including clarification of the security of the domain. Cllr Cross will circulate a guide to setting up and using the email. Council unanimously agree to adopt this email to be used for all council business.

18.19 To receive and discuss items from Parish Councillors

Cllr Woolgrove suggested an overhead projector to enable councillors to view documents without the need for all to print. Prices to come to next meeting.

Cllr Williamson asked councillors for their thoughts on a response to the current Joint Local Plan Consultation. Councillors agreed that nothing had changed since the last decision, and agreed not to respond as Wilby was not directly affected.

19.19 To receive items for the next Agenda

- GDPR Risk Assessment
- Policies
- Risk Management Policy
- APM Format
- Viewer Presenter
- Nomination Papers

20.19 Date and time of the next meeting: Wilby Parish Council meeting 6th March 2019 7-30pm. Venue to be arranged. Cllr Williamson will contact the school.

21.19 Meeting Closed 9-35pm

Minutes agreed.

Chairman _____ **Date** _____

