

Copdock & Washbrook Parish Council

Minutes of the Annual Meeting of the Parish Council held on Tuesday 11 July 2017
at Church Room, The Street, Washbrook, 7.30pm

Present: Chairman Keith Armes, Vice Chairman Mike Watling, County Cllr Christopher Hudson, Cllr Terry Corner, Cllr Peter Jones, Cllr Tina Sutters, Cllr Andy Mexome, 2x residents, Clerk.

1377/1718 Welcome and Apologies: Chairman Keith Armes opened the meeting. Apologies: District Cllr Barry Gasper. District Cllr Nick Ridley, Cllr Christian Coupland

1378/1718 Declaration of Interest: None.

1379/1718 Minutes: The minutes of the meetings held on 6 June & 22 June 2017 were approved and signed as a true record.

1379/1718 Clerks Report inc. Matters Arising – as below.

Register of Interest forms - all now completed.

Planning application B/17/01074 - 2 Pearsons Way, C&W IP8 3LG has been granted.

Playing field - Keith Armes, Mike Watling and myself meet with Danny Carman at the playing field to consider alternative uses for the area, as there are no longer football teams using the pitch. Several constructive ideas were discussed and this item will be put on the agenda for September to consider. However, MW will report under AOB, as if agreed, the work needs to commence while the weather allows. Quote for removal of both cabins - DC-£2,432. Extra cost will be incurred for disconnection of the plumbing/drainage and electrics. I have checked the SCC lease and I interpret parts as we would need to have permission from SCC to erect any structure and also to take down the changing cabin. I am contacting SCC legal dept to ascertain the situation.

Training courses - Local Council Public Advisory Services presented the arranged planning course to 3 of us on 5 July here in the Church Room. It was a shame more Councillors didn't attend as it was very informative. The 2nd part will be on Monday 17 July in the Church Room, 7.00pm start. I have hand outs for all that didn't attend.

1380/1718 Adjournment: Meeting adjourned at 19.36pm

CC Christopher Hudson: PC to complete and sign form for the replacement bench. Asked for contact details of Church Warden as previous County Councillor has promised funds for the church. CC CH happy to attend VC ceremony. Reported BDC didn't have a 5 year land supply which leaves matters open to opportunistic planning applications, appeals are expensive. Move to Endeavour House set for September. Budget - need to save £55k over the next few years.

DC Nick Ridley: Report sent in absence: Move to Endeavour House scheduled for early September. Boundary Commission - we are engaged in the consultation with the BC, working to achieve the reduction to 31 members or so. Joint Planning Policy with MSDC - first stage of consultation to take place August to end of October - you need to study the call for sites very carefully as prioritised by BDC. Application for the football site approved at the Planning Committee last week.

Residents: from Elm Cottage to Tom Cat Farm paths need clearing, also overhanging hedges from Maycroft to first bungalow.

Reconvened 19.45hrs.

1381/1718 Planning Applications:

DC/17/03098 - Householder Planning Application - Mr & Mrs Rivers, Belstead Rise Bungalow, Church Lane, Copdock IP8 3JY. Erection of single storey extension.

Comment: Recommend approval.

DC/17/02709 - 2 Rookery Cottages, Wenham Rd, C&W IP8 3EZ. Erection of rear first floor extension and alterations.

Comment: Recommend approval

1382/1718 Financial Matters & RFO Report:

- a) **Payments** for approval. KA & AM recommended approval for payments. The Council approved the signing of a form allowing Accounting Gem to retrieve payment of invoices by direct debit, proposed and seconded by KA & LB, council approved.
- b) **Appointment of RFO for financial year 2017/18** - MW & AM recommended Clerk to continue as RFO, Council approved.
- c) **Payment last month to Copdock & Washbrook PCC** ratified, approved by MW & LB.

RFO Report

The Parish Council's budget position is in order, with all spending within the current financial years budget.

With more online banking becoming the norm, the PC has had a request for cardless, in our case, cheque-less payments from Accounting Gem, who do our PAYE, tax return and pension each month. Payments will be made automatically by direct debit. This has to have 2 signatories and be minuted and approved at a full council meeting.

Copdock Churchyard - annual donation - grant agreed at June meeting. Council need to approve and minute.

Internal audit - it was recommended in the Internal Audit report to include Corporate Manslaughter to the insurance policy. On speaking with Came & Co., it turns out the PC already have cover for this element up to £10m.

Spreadsheets updated to 30/06/17. Copies distributed at meeting.

Minuted and approved.

1383/1718 Boundary Commission:

KA & MW attended a meeting lead by Babergh DC, they reported its intended to reduce the number of councillors from 43 to 31. A map was provided, and parishes asked for their opinions and ideas on how this would be achieved. Parish areas will not change, wards will. All an attempt to save money.

1384/1718 VC Commemorative Ceremony:

PJ reported plinth should be finished by end of July, but not the village sign. Traffic control by County Council in hand with road closures and traffic lights.

TC - thanked TS for being so diplomatic and also finding chairs and cones. A time capsule is to be buried in the hole under the plinth.

There is also to be a ceremony in South Africa at the same time as the Copdock one, hopefully with a live link.

1385/1718 Play Equipment Working Group/Fen View play area surface:

MW - new piece of equipment installed and being well used, as is the rest of this area. MW painted the old slide, also safety matting has been laid down.

1386/1718 Risk Assessment Register:

MW made necessary amendments - copy distributed to all Councillors - all approved.

1387/16718 Defibrillators:

MW - application form for Lottery funding to be completed and returned. Sue Wilkinson and Clive Pearsons have agreed to check a machine each week and send a weekly report to confirm all working ok. Annual meeting to check all in order, there will be slight ongoing costs.

1388/1718 BAPTC: MW reported, KA & AM proposed and seconded, it was unanimously agreed not to join.

1389/1718 Matters to be brought to the attention of the Council:

KA - playing field- reported no football teams using the pitch, the cabin roof has near collapsed, the floor has collapsed and is full of vermin. Site meeting held for way forward, suggest a meeting to consult the residents of the village, suggestions, communal orchard, wild flower meadow, pergola, BBQ/picnic area, small 5-a-side football pitch and rounders pitch. MW presented a rough plan/sketch. It was agreed to hold a public consultation on Saturday 23 September 2017. Advertise in In Touch parish magazine in Aug & Sept issues. It was unanimously agreed to demolish the cabin and toilet unit, and approved the quote from Carman 4Seasons Ltd, previously mentioned in Clerk's report. LB - to speak to school to ask them to be involved.

MW - new gate on Mill Lane play area. The gully in The Street and the subway had standing water, reported to SCC, attended but matters not resolved.

LB - offered to help at VC ceremony.

AM - phone box now all fitted out with new shelves for sharing library. Door needs attention, not opening very well. Sign needs putting up saying it is no longer a working telephone box. Agreed to put a piece in In Touch parish magazine informing back in use as library, and to thank the family and student who set it up initially.

AM - subway/underpass - motorbikes still coming through and groups gathering in the area.

LB & AM proposed and seconded to order the barrier looked at previously; cost to be checked.

Items for next agenda: Playing field improvements; barrier at subway/underpass Whights Corner/clearway.

Meeting closed at 21.21hrs.