

MINUTES OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL MEETING HELD ON WEDNESDAY, 10th JANUARY 2018, AT 7.30 PM IN THE VILLAGE HALL, NAYLAND.

Present: M George (Chairman), P Fuller, M Booth, K Cannings, Mrs Hattrell (Clerk), M Barrett (District Cllr) and 3 members of the public.

The Chairman welcomed everyone and read the filming notice.

Before Commencement of the Meeting

a. Public Forum

Nothing was raised

b. District Council Report

Cllr Melanie Barrett attended and had sent a report in advance covering the proposals to combine Babergh and Mid Suffolk District Councils, the new District Council Leader - John Ward, the postponement of options for the Hadleigh premises and the intention to create a communications person to the District Council Cabinet.

c. County Council Report

Cllr James Finch was unable to attend.

Parish Council Meeting

1. Apologies

G Walker and G Battye

2. Approval of Previous Minutes

The minutes of the meeting held on 13th December were accepted as a true record. The Annual Parish Assembly was agreed to take place on Monday 23rd April at 7.45 p.m. The Chairman will book the Village Hall - **Action Chairman.**

3. Declaration of Interest by Councillors

Nothing was declared.

4. Planning

1. Decisions from the Planning Authority:

The Planning Authority confirmed permission had been granted for single storey link extension, conversion of outbuilding and two storey rear extension at 25 Stoke Road - **DC/17/05485.**

2. Arran House, 15 Stoke Road - DC/17/06149 - This application for proposed two storey rear extension was discussed. The Parish Council had No Objections.

3. Any other urgent Planning items - Nothing was raised.

5. Housing Needs Survey - It was agreed for the working group to meet between meetings to complete the funding application - **Action G Battye, G Walker and Chairman.**

6. Allotment and Glebe Field - The organisers of the fully marshalled fun run to take place on 1st July have asked if the route could include a circuit of the Allotment field. The principle was agreed with conditions and the Allotment Holders will need to be notified. The criminal damage to the gate was noted and the police were investigating. It was agreed not to invest in permanent number markers for the Allotments but to provide laminated A4 numbers to be handed to Allotment Holders at the Annual Allotment Meeting - Agree a date for that meeting - **Action - Agenda item February.**

7. Footpaths - The landowner for the eroding permissive path has been chased again. A new report was made of a tree down on either Footpath 3 or 4 just past the Scout hut near the bridge - It was agreed for the Clerk to advise the Footpath Warden - **Action Clerk.**

8. Highways - The new road closure notification system was discussed and it was agreed for the Clerk to register for weekly reports for roads within the Parish boundaries - **Action Clerk.** A further email had been received from the resident pursuing the removal of the speed detection pole in Stoke Road - a response will be made - **Action Chairman.**

9. Street Lighting - No communication has been forthcoming from Suffolk County Streetlighting - it was agreed to contact the Cabinet Member covering Highways presently - **Action Clerk.**

10. **Village Hall** - The Chairman of the Village Hall Committee was scheduled to attend the February Parish Council Meeting with details of the Roof project. The Faulty floor was being rectified. People have been spotted skidding vehicles on Webbs Meadow. The Committee is researching the cost of installing CCTV. The Chairman confirmed a Defibrillator has now been installed at the Fire Station. Consideration was being given to providing a further one at the Village Hall. The Parish Council supported this idea.
11. **Burial Ground** - The Memorial application was duly approved and the Clerk was to respond - **Action Clerk**. The Chairman shared the 5 Year Maintenance Plan. She reminded that the Village Tree Inspections were due this year. The urgent matters were to obtain quotes for the Burial Ground path - **Action Clerk**. Also to chase a quotation to repair the Memorial Seat at the entrance to the Burial Ground - **Action Clerk**.
12. **Recreation and Open Spaces** - G Battye was preparing the Play Equipment Action Plan. This was to be deferred until the February Meeting due to his absence. It was agreed to include an Agenda item for February of War Memorial Maintenance - **Action Clerk**. This was prompted by the opportunity to apply for grants. I Harris is to review the condition of the Wiston War Memorial and the Clerk will check past accounts to find details of the contractors who restored the Nayland Memorial (as the work was considered to be of a good standard). Currently it was believed a clean would be appropriate - **Action Clerk**.
13. **Correspondence** - The correspondence report had been circulated and key areas were discussed. The Chairman read a progress report from Dedham Vale AONB Project and confirmed they were also seeking donations. It was agreed to include Charity Payments as an Agenda item for the February Meeting - **Action Clerk**.
14. **Community Council** - There was nothing to report as their meeting was taking place currently (on the same evening as the Parish Council Meeting).
15. **Finance** - The Chairman read from the bank balances as at 29th December 2017 as £1000 in the Current Account, £45184.72 in the linked Account and £8945.13 in the Capital Investment Account making a total of £55129.85. The Precept form was signed approving the Precept of £34120.00 agreed at the December Meeting. Approval of the updated Internal Control Statement was proposed by P Fuller, seconded by M Booth and unanimously carried. The method of recovering VAT is changing and details were awaited from HMRC. In view of the Data Protection changes for May, criteria for a Data Protection Officer was awaited. The information so far has indicated it cannot be a Councillor or the Clerk. There will be a cost and action is necessary over the next few months. P Fuller proposed the prepared increases to Burial fees to take place in August. This was seconded by K Cannings and unanimously approved - **Action Clerk**.
16. **Accounts for Payment**
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|--|-----------------|
| Mortimer Contracts (Litter/pop's piece hedge) - Funds Transfer | 302.40 |
| Employment Costs totalled (Salary/deductions etc) - Funds Transfer | 924.05 |
| Nayland Village Hall (Hall hire) - Funds Transfer | 45.00 |
| Total | £1271.45 |

The meeting closed around 8.34 pm.