



## WYVERSTONE PARISH COUNCIL

### Minutes of the Parish Council Meeting on Tuesday 25<sup>th</sup> February 2020

Present: Cllr E Gale, Cllr G Horn, Cllr A Ingleson, Cllr C Ingleson, Cllr G Shaw, Cllr S Williams, Cllr J Wilshaw  
In attendance: Kate Webster (Clerk), Cllr Andy Mellen (MSDC), Jo Atkins (tree warden)  
Charlotte Ditchburn (Area Rights of Way Officer SCC)

#### 1. Apologies and approval of absences

*All members were present*

#### 2. Visiting speaker

*Charlotte Ditchburn, Area Rights of Way for Suffolk County Council, gave a brief talk about her role and the responsibilities of her department.*

#### 3. District Councillor's report

*Cllr Mellen gave his report on behalf of Mid Suffolk Council, a copy of which is retained on file and can be requested from the clerk.*

#### 4. To receive declarations of interests

*Cllrs Wilshaw and Horn declared in interest item 7a (planning applications DC/20/00392 & 3*

#### 5. To consider requests for dispensations

*None received*

#### 6. To approve minutes of the previous meeting

*Minutes of the parish council meeting held on 7<sup>th</sup> January 2020 were approved as an accurate record*

#### 7. Planning Matters

a) Applications received - *members agreed unanimously on the following decisions:*

*APP/W3520/W/3242019 erection of dwelling at Yew Tree Cottage, Mill Road – to make no further comment*

*DC/20/00392 & 3 alterations to windows and creation of en suite bathrooms at Lodge Farm, The Street – to support*

b) Other planning matters

*i) DC/19/Land next to Winchester House – approved by MSDC*

*ii) clerk had written to SCC for an official update on the former Bacton Middle School site – no reply received*

*ii) a resident had queried the siting of caravans on land off Mill Road - clerk to respond and advise that planning permission is not required in this instance*

## **8. Finance matters:**

*a) the clerk reported the following current balances:*

*deposit account - £1110.89; current account - £7766.33 (including £750 locality grant)*

*The following payment requests were all unanimously approved –*

*i) Wyverstone Village Hall for annual hire of hall - £94.50*

*ii) MSDC for cutting of grass - £72*

*iii) clerk's salary - £800*

*iv) HMRC for PAYE - £200*

*v) Cllr Williams for trees and equipment for the Wyverstone tree project - £851.50*

*b) the budget was considered and it was unanimously agreed to –*

*i) make a donation of £100 each to the Citizens' Advice Bureau and Suffolk Air & Rescue*

*ii) to transfer £2500 from the current to the deposit account*

*iii) to allocate the cost of the grit bins to the CIL fund as no money had been forthcoming from SCC*

*iv) to use CIL money to pay for any outstanding costs of the tree project not covered by the locality grant*

*c) members voted unanimously to appoint Trevor Brown as the internal auditor*

## **9. Feedback from Town and Parish Council Liaison Meeting**

*Clerk forwarded this to members on behalf of Cllr Shaw who had attended the meeting*

## **10. Village Litter Pick**

*It was decided to hold this on Sunday April 5<sup>th</sup> at 11.00. Cllrs Wilshaw and C Ingleson will organise some refreshments afterwards.*

## **11. Progress reports on resolutions or matters arising**

*Cllr Williams updated members on the Wyverstone Tree Project*

*Cllr Gale reported on the effectiveness of the VAS. **Cllr A Ingleson was asked to***

***produce some data***

*Cllr Williams reported that some maintenance work was needed on the village sign and also the bench. He offered to do the work if the PC would reimburse him for the materials and this agreed.*

## **13. Date of next meeting**

*Tuesday 12<sup>th</sup> May. This will be the annual parish council meeting (when future meeting dates will be set) preceded by the annual parish meeting commencing at 7 pm*

*There being no further business, the Chairman closed the meeting.*

Kate Webster, Clerk to Wyverstone Parish Council