

WENHASTON WITH MELLS HAMLET PARISH COUNCIL

Clerk Richard Day

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Minutes of the meeting held in the Village Hall on Wednesday 15th October 2014.

Present; Cllr. D. Corbett (Chair), Cllr. L. Spindler (Vice Chair), Cllr. H. Phillips, Cllr. R. Dillaway, Cllr. J. Tate, Cllr. Alan Spindler, Cllr. A. Alder, Cllr. D. Wilkinson, County Cllr. M. Gower and Richard Day (Clerk)

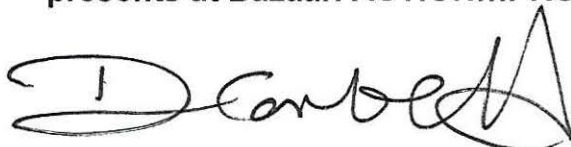
1. Chair welcomed Councillors to the meeting, apologies were read and accepted on behalf of Cllrs. Gasper, Edwards and Alastair Spindler.
2. No declarations of interest received.
3. No requests for dispensation to vote.
4. The minutes of the meeting held on 17th September were proposed by Cllr. Dillaway for acceptance. This was seconded by Cllr. Tate and unanimously agreed.
5. Clerk's Report
 - Confirmation recd from Cross Ram and Co that they will hold title documentation re Allotment Land on behalf of Parish Council. Copy documents available from the clerk for inspection if required.
 - Insurance levels of cover have been reviewed as part of risk assessment procedures and are adequate. Policy will therefore be renewed at current levels of cover under the preferential terms for long term undertaking with CAS.
 - See agenda items for update on Play area/ROSPA .
 - Site meeting conducted with Chair re proposals for driveway to Playing field (To be covered under correspondence)
 - Arrangements made re Hall booking for 2015 Parish Council Elections and costing of this should be built into budget plan for next year. Estimate of potential costs obtained.
6. There were no matters arising from the minutes.
7. A copy of the report is available from the Clerk.
8. (i) Clerk reported that with the exception of the roundabout base removal and the repair of the perimeter fence to the sports club all matters identified as medium risk and above within the ROSPA report had been attended to. The remaining items were expected to be completed to next meeting.



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(ii) Following proposal by Cllr. A. Spindler seconded by Cllr. Wilkinson it was agreed that KOMPAN would be the preferred suppliers of the new equipment for the play area. This followed a review of all other quotes and specifications. All voted in favour and grant funding will now be applied for via section 106. At the next meeting a committee will be formed to manage the project and possible agree fund raising initiatives. A coffee morning will be arranged for 22 November to engage Parish (carry forward to Nov agenda.)

9. A report is available from the Clerk.
10. There was no further correspondence re planning. Cllrs Corbett and Dillaway provided an overview of the recent meeting with Planning Authorities to update SCDC strategic plan. The Parish Council's views had been agreed prior to the meeting and a copy summary provided to SCDC.
11. A review of fees charged by Parish Council was undertaken pending preparation of a draft budget for 2015/16. It was agreed to review Cemetery Fees in April 2015 to ensure that the increase applied in April 2014 was meeting costs (which are likely to increase as a result of possible changes regarding the care of the area designated a wildflower meadow.)
12. Following discussion Clerk will prepare draft budget for approval at next meeting which will provide for a contingency re election costs and Clerk's hours during 2015/16. A review of expenditure to budget H 1 2014 was provided by Clerk- this is broadly in line with plans - no action is required.
13. Following request to re site the Wenhaston Railway sign on to land owned by Southwold Railway Trust and a subsequent further offer from other parties it was proposed by Cllr. Corbett and seconded by Cllr. Wilkinson that a decision was deferred until it was possible to gauge the views of the Parish regarding the future siting. This was unanimously agreed and a letter will be forwarded to acknowledge this and to explain the rationale for the decision. The sign is now being stored by Cllr. Dillaway pending decision.
14. Correspondence Read at Meeting
 - SALC. Letter requesting Parish Councils debate widening recruitment of Councillors and minute actions taken. ACTION....IT WAS PROPOSED BY CLLR WILKINSON AND SECONDED BY CLLR CORBETT THAT AN ARTICLE WOULD BE PUBLISHED IN WENHASTON WARBLER DESIGNED TO ENCOURAGE INTEREST FROM THE PARISIONERS IN OFFERING THEIR SERVICES AS A PARISH COUNCILLOR. ALL VOTED IN FAVOUR. CLLR WILKINSON TO ARRANGE WITH CLLR PHILLIPS.
 - Request from VHMC for donation towards cost of children's Xmas presents at Bazaar. ACTION...PROPOSED BY CLLR CORBETT



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AND SECONDED BY CLLR WILKINSON THAT £50.00 IS DONATED. THIS WAS UNANIMOUSLY AGREED ALTHOUGH CLLR DILLAWAY TOOK NO PART IN THE VOTE IN VIEW OF HIS WVHMC ROLE.

- Request for Parish Council input/approval for improvements to driveway to Sports Area. (Bowls Club have succeeded in obtaining grant monies) ACTION. THE REQUEST WAS PROPOSED FOR ACCEPTANCE BY CLLR DILLAWAY, SUBJECT TO SIGHT OF THE FINAL SPECIFICATION FOR THE WORK. THIS WAS SECONDED BY CLLR ALDER. ALL VOTED IN FAVOUR.
- Letter from Parishioner complaining of advertising material within Sports Area/ ACTION...PASSED TO SPORTS CLUB TO RESPOND AS THE SIGN IS PART OF THEIR FUND RAISING/SPONSORSHIP EFFORT.

15. Correspondence for circulation.

- Notice of Road Closure at Level Crossing
- ESTA BULLETIN Autumn 2014.
- LAIS 1369. Planning Practice Guidelines: Housing Assessment.
- LAIS 1370 Development Benefits Pilot

16. RFO Report

Funds received during previous month, £800.00, Donation from Wenhasston Sports Club, £75.00 Cemetery Fees, £68.89 proceeds of sale of gates and £20.00 Advertising revenue Warbler. Cheques to be issued total £1673.77. Balances of Accounts PRIOR to the above are. Current a/c £6007.10 Base Rate Tracker £15848.33 Base Rate Reward £4032.54. Total £25888.02.

I await invoice from SWT re funds received and held from RPA. These will be paid away in due course.

Bank reconciliations completed and audited by Parish Councillor as nominated this quarter. (Cllr Wilkinson)

Cllr. Wilkinson proposed acceptance of the RFOs report, this was seconded by Cllr. L. Spindler and unanimously agreed.

17. Cllr. Tate reported that gravel from the War Memorial Area was spilling over to the pavement and she had received complaints. Clerk to investigate for a possible solution - (area may require slabs.) Problems remain on Blackheath with AWA Clerk to report problem area as identified.

Meeting closed at 9:20pm.



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Wenhaston with Mells Parish Council.

Cheques for approval October 2014.

RICHARD DAY £530.10

D.J.COBY £202.00

BUSINESS SERVICES C.A.S. £572.33

LEISTON PRESS LTD £140.00

SALC £50.40

SALC £108.00

RICHARD DAY £31.94

WVHMC £39.00

TOTAL £1673.77



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WENHASTON WITH MELLS HAMLET PARISH COUNCIL
(Figs to 30/09/14)

Category	H1 Pro Rata Budgeted Expenditure	H1 Net Actual Expenditure
Clerks Costs	3996	3975
Admin/General Expenditure	900	1245
Audit Fees	174	282
Grass Cutting	1234	1200
Insurance	550	30
Subscriptions	276	322
Training	250	NIL
Rates	116	159
Play Equipment Inspection/repair Dogs etc	600	736
Section 137/133/19	876	4071
	----- 8972 -----	----- 12020 -----

NOTES

- i) Excludes items to be allocated from reserves. (Legal Fees re Allotment Land)
- ii) Excludes Printing Costs of Wenhaston Warbler as these are offset by receipts for advertising. Also excludes payments to SWT as these are covered by RPA receipts.



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Notes re Significant variance to plan

- Admin -- Includes payment made re purchase of cinema equipment (Reimbursement of expenditure totalling £213) Held over in specific reserve.
- Sections 137/133/19 -- Includes donation totalling £2821 for purchase of cinema equipment for V Hall (Funds held in specific reserve from previous year)
- Audit Fees -- Expenditure front loaded to H1 2014

 J. Carbel

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