

## WENHASTON WITH MELLS HAMLET PARISH COUNCIL

Clerk Richard Day

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Minutes of the Parish Council meeting held on Wednesday 18<sup>th</sup> September 2019.

Present; Cllr. P Wildish (Chair), Cllr. H Phillips, Cllr. A Musk, Cllr. D. Cox, Cllr. K. Canham, Cllr. C Watson, Cllr. C Way, District Cllr. A Cackett, Richard Day Clerk to Council and 1 Parishioner.

1. Chair welcomed all to meeting. Apologies were received and accepted on behalf of County Cllr. R Smith and Cllr. Stammers
2. There was a declaration of interest from Cllr. Cox re item 15 (ii).
3. There were no requests for dispensation to vote.
4. The minutes of the meeting held on 17/07/19 were proposed for acceptance and signature as an accurate record by Cllr. Phillips, seconded by Cllr. Musk, this was unanimously approved.
5. CLERK REPORT. SEPT.  
 Inspection report obtained for children's playground and sports area. I have requested a site meeting with maintenance team to address the shortcomings. These are minor but may require amendment of the contract for grass cutting and/or some regular voluntary weeding or tidying.  
 I have obtained agreement to and await installation of the replacement post for speed indicator on Blyford lane. I have the fitting kit for the bracket. Help required when post is in situ.  
 Notification received from PKF Littlejohn that Annual Governance and Accountability Return (AGAR) has been completed satisfactorily. There are no matters to be drawn to members' attention. Statutory notices have been published and copies of AGAR are available upon request.  
 Following resignation of Cllr. Meaden the Parish Council now has three vacancies. The next meeting agenda will include appointment of Vice Chair, Emergency Planning representative and Planning advisory group member. Members wishing to put themselves forward should speak in the first instance to chair.
6. Matters arising from the minutes – NONE.
7. No report.
8. A copy of the report is available from Clerk.
9. (i) Cllr Wildish updated Cllrs. On progress with the proposed Council Photograph for Village Hall and the design was agreed. (To be progressed further.)  
 (ii) Clerk advised that the summary of actions following internal audit was in progress and will be presented as soon as possible.  
 (iii) Cllr. Wildish updated on Emergency Planning procedures and will temporarily take over matter as a result of Cllr. Meaden's recent resignation as a means to ensure that current progress is maintained and a plan adopted as soon as possible.
10. Requests for donations:

*Richard Day*  
16/10/19

- (i) WALGA – Cllr. Cox proposed and Cllr. Canham seconded a proposal to donate £300.00 for water harvesting and storage equipment at the allotments under section 137 expenditure. All voted in favour.
  - (ii) The agreement in principle for a grant of £1000.00 towards repairs and insurance premium following earlier request and presentation by the Village Hall Committee was proposed for ratification by Cllr. Canham, Cllr. Way seconded and all voted in agreement.
  - (iii) The decision on the request to sponsor the village show was deferred until April by which time a clear understanding of costs and projected income should be made available to members.
11. Cllr. Musk will kindly arrange re positioning of the seat currently at the top of the cemetery – No action required regarding trees.
12. The draft response to Sizewell C consultations Stage 4 was proposed for acceptance by Cllr. Way, seconded by Cllr. Watson and unanimously approved. Cllr. Wildish was thanked for the hard work and time committed to this. Clerk to forward response on behalf of Council.
13. Update provided by Clerk on progress by Solicitors with first registration of village Hall title at Land Registry. Revised estimate of costs will be £1000.00 with approximately £200.00 being required on account. Proposed by Cllr. Musk, seconded by Cllr. Phillips unanimously agreed to proceed on this basis.
14. N/A
15. (i) DC/19/2891/FUL - Two storey extension at Old Meeting House, Wash Lane, Wenhaston. - Approved unanimously.
- (ii) (Cllr. Cox took no part in discussions) DC/19/3413/FUL – Two storey extension at Elder Cottage. – Approved unanimously.
- (iii) Cllr. Cox returned to meeting  
Clerk advised that BT wished to decommission the telephone kiosk and it may become available to the village. Removal has been strongly objected to but Cllrs. should consider possible alternative uses pending outcome of decommissioning request.
16. CORRESPONDENCE.  
Email received from Parishioner complaining at the siting of advertising boards at junction of Hazels Lane and A12 which impacts upon visibility at this accident black spot. I have reported to SCC Highways.  
Email from tennis club requesting grass cut more frequently on path across playing field and also by the fence to court. ACTION see CLERK REPORT re grass cutting
17. NONE.
18. RFO REPORT.  
Cheques for approval and issue for the two month period to 18/9 total £7081.84  
Prior to issue the bank balances are £25,967.10 C/A and £3131.12 Total £29098.22.  
These figures have been reconciled and are available for member audit.  
Annual insurance premium due at £785.23 and levels of cover have been reviewed with asset register and are appropriate to needs.  
Qtr 1 Expenditure vs Budget figures have been circulated together with relevant exceptions report. No action required.


*Watson*

16/10/19

VAT reclaim is now 3 months outstanding for repayment I have chased this regularly without success and have now instigated complaint procedures with HMRC.

RFO report was proposed for acceptance by Cllr Phillips, seconded by Cllr Wildish and unanimously approved having noted also the successfully completed and signed AGAR.

Meeting Closed 8.40pm  
Next meeting 16/10/19

  
16/10/19