

# WENHASTON WITH MELLS HAMLET PARISH COUNCIL

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Clerk Richard Day

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Minutes of Annual meeting of the Parish Council held on a remote basis on 26<sup>th</sup> August 2020 at 7.30pm.

Present; Cllr. P Wildish (chair), Cllr. C Way (Vice chair), Cllr. K Canham, Cllr. S Mann, Cllr. M Welby, Cllr. D Cox and Clerk Richard Day.

1. Cllr. Canham proposed and Cllr. Cox seconded the election of Cllr. Wildish as chair.  
Apologies for absence were received and accepted from County Cllr. Smith, District Cllrs. Goldson and Cackett, Cllr. Phillips and Cllr. Watson. Chair welcomed all to the meeting.
2. Cllr. Canham would not take part in agenda item 16 (i) due to connection with Bowls Club.
3. There were no requests for dispensation to vote.
4. Minutes to the meeting held on 29<sup>th</sup> May 2020 were proposed for acceptance by Cllr. Wildish, seconded by Cllr. Way and unanimously approved.
5. The following had been circulated to members prior to meeting and following individual proposals were unanimously adopted.
  - (i) Cllr. Code of Practice.
  - (ii) Standing orders.
  - (iii) Financial Regulations.
6. (i) Following proposal by Cllr. Mann, seconded by Cllr. Cox Richard Day was re-appointed as RFO.  
(ii) Following proposal by Cllr. Way, seconded by Cllr. Welby SALC were appointed as Auditors. Both proposals were unanimously supported.  
(iii) The following were appointed as representatives to external committees – Commons/Suffolk Wildlife Trust/Parish Council Joint Group – Cllr. Welby assisted by Cllr. Way.  
Emergency Planning Committee – Cllr. Wildish and Cllr. Mann.  
Village Hall Management Committee – Cllr. Wildish  
Planning Advisory Group – Cllrs. Wildish, Way and Watson.
7. Clerk Report – All matters covered by Agenda items.
8. None.
9. No report.

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30/9/20

10. No report.
11. (i) Following circulation pre meeting the suggested actions following the internal audit were proposed for adoption by Cllr. Wildish, seconded by Cllr. Way and will now be implemented. All voted in agreement.
- (ii) Clerk reported that arrangements were in place to adopt the telephone box as BT are to de-commission the facility. Several suggestions have been made for future use – Agenda item at next meeting for decision. Repair to bus shelter will be completed after removal of branches from overhanging tree.
- (iii) Dog bin replacement ordered awaiting installation.
- (iv) Clerk will obtain details of actions proposed by Blyford Parish Council regarding river bank and report back at next meeting.
- (v) Emergency Planning- Cllr Wildish strongly believed that WIFI is required at Village Hall to ensure emergency planning procedures can be put in place when necessary. Costings and proposals to be made available at the next meeting.
12. Various quotes have been obtained for the work required to repair/replace gates and fencing at Cemetery. These all appear to be prohibitive and specification for the work may need amendment. Clerk and Cllr Canham will investigate further and report back at the next meeting.
13. Clerk outlined current rental agreement with WALGA for allotments. At the moment this incurs a small annual loss for the Council. It was proposed that rent is increased to £250.00 p/a from £210.00 for a further 7 year period by Cllr Wildish, seconded by Cllr Way and unanimously agreed. Clerk to contact WALGA with the proposal.
14. Cllr Wildish provided a full report on the proposed re opening procedures and timescales for the Village Hall. The required Covid-19 requirements will be fully met.
15. Applications ref DC/20/2115/FUL and DC/20/2272/FUL had been subject to decisions remotely under emergency procedures and the decisions to support both were duly noted. Application ref DC/20/3073/FUL had been circulated prior to meeting and the decision to support was made unanimously at the meeting.
16. Correspondence. (i) Request for donation received from Bowls Club to assist with improvement of facilities and re seeding. Total cost approx. £2500.00. A proposal to advance £500.00 was made by Cllr Way, seconded by Cllr Cox and all voted in favour. (Cllr Canham took no part in discussions) (ii) Disability Advice Service requested a donation of £25.00 to assist with their work in Wenhaston. Cllr Way proposed £30.00

*Wildish*  
30/9/20

- which was seconded by Cllr Wildish and fully supported. (iii) Chair summarised recent correspondence received regarding Sizewell C proposals and the Parish Council's stated position on the matter which has been previously recorded. (iv) Football Club requested that Parish Council supported their request for grant funding from Football Foundation. A letter confirming the Football Club's tenure at the Pavilion has been provided as requested. (v) A letter of complaint regarding SWT management process for Blackheath Common had been received and passed to SWT for response. They are currently in dialogue with the Parishioner and have explained fully the rationale for actions taken.
17. RFO REPORT. £42,885.19 currently held in accounts prior to approval and issue of cheques totalling £2641.11 at this meeting. Qtr1 expenditure vs budget figures were provided and variances explained. There are no areas of concern. Bank statements were made available for member audit following reconciliation by Clerk. The report was proposed for acceptance by Cllr Wildish and seconded by Cllr Canham. All voted in agreement.
18. Various issues with hedge/verge cutting were highlighted together with incidences of speeding within the village. These matters to be raised at next meeting with County/ District Cllrs. A faulty street lamp (21) will be reported for action. A meeting with various groups/individuals regarding 'Greening Wenhaston' will be arranged prior to the next meeting of the PC and will be placed on the next agenda for discussion of proposals.
- NEXT MEETING 23 SEPTEMBER 2020 AT VILLAGE HALL.

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30/9/20