

# WENHASTON WITH MELLS HAMLET PARISH COUNCIL

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Clerk Richard Day

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Minutes of the meeting of the Parish Council held in the Village Hall on Wednesday 21<sup>st</sup> October 2020 at 7.30pm.

Present; Cllr. P Wildish (Chair), Cllr. C Way, (Vice Chair) Cllr. S Mann, Cllr. M Welby, Cllr. H Phillips, Cllr. A Musk, Cllr. K. Canham, Cllr. D Stammers, Cllr. C Watson, County Cllr. R. Smith, Richard Day Clerk to Council.

1. Chair welcomed all to the meeting. Apologies were received and accepted from Dist. Cllrs. Cackett and Goldson and Cllr. Cox
2. There were no declarations of interest.
3. There were no requests for dispensation to vote.
4. The minutes of the meeting held on 30/09/2020 were proposed for acceptance by Cllr. Wildish, seconded by Cllr. Welby and agreed unanimously.
5. Clerks Report.

Progress made with transfer of ownership of Telephone Box in that the transfer document has been signed and forwarded to BT. I await a copy of the completed document confirming transfer. Consent has been obtained from East Suffolk Council to the transfer which will include a change of use.

Formalities completed re tenancy agreement with WALGA for extension of term upon expiry of existing agreement

External Audit Report has been received advising that the Annual Governance and Accountability return has been made in accordance with Proper Practices and that there are no matters requiring attention or concern. The Certificate for 2019/ 2020 confirming this has been posted on the website.

I have requested that the details posted in respect of the Parish Council on the previously used website hosted by Blythweb are removed as they are out of date and inaccurate.

Invitation sent to Holly Emmens (SCC )to attend PC meeting/contact me regarding the Greening Wenhaston initiative. No response to date.

Unused area of Cemetery land has been cut by Cllr Musk. (Thanks were expressed for this at the meeting )

*Richard Day*  
19.11.20



6. Matters arising from the minutes NONE.
7. Report from County Cllr. Smith – Copy available from Clerk.
8. Report from District Councillor Goldson – Distributed prior to meeting – further copies available from Clerk.
9. (i) A further quotation for the work required at cemetery has been received from Mr Woolnough and following proposal by Cllr. Canham, seconded by Cllr. Stammers this was accepted. (Clerk to obtain confirmation of specification in writing) All voted in agreement. Gates to be increased to 10ft opening.
- (ii) Greening Wenhaston update on actions – (See also Clerk report) Cllr, Way provided a draft outline of possible future use for Telephone Box. (Copy available from Clerk) – It is hoped to involve the Greening Wenhaston Group in this initiative and others as covered at previous meeting. Cllr. Wildish to provide summary of current draft proposals to G.W. representatives and request they become involved at next meeting of Parish Council as any support is contingent upon this. Cllr, Way will take responsibility for development of telephone box site within the parameters of the draft report. Costs have been estimated at £750.00 – (Carry forward to next agenda) Village input/reaction will be sought at Annual Parish meeting as agreed.
10. Chair outlined his future plans for involvement within the PC and between now and April 2021. Councillors agreed to agree a succession plan for position of Chair (carry forward to next meeting)
11. Planning – no correspondence
12. Cllr Wildish provided a full report of VHMC following their meeting (a copy is available from Clerk)
13. Correspondence – Remembrance Sunday arrangements were agreed and a wreath will be laid on behalf of the PC. Cllr Stammers proposed a donation to the Royal British Legion of £100 – this was seconded by Cllr Way and agreed unanimously.
14. RFO Report  
Cheques for authorisation and issue this month total £1225.03. Balances at bank prior to issue of cheques are C/A £46184.78 and D/A £3142.00 Total £49326.78. In addition, CIL monies have been advised as due to Parish Council totalling £3187.86.

Bank statements have been reconciled and are available for audit.

Expenditure vs Budget for H1 has been distributed together with notes explaining significant variances. There are no matters of concern and at next month's meeting I will provide a draft budget for 2021/22 for discussion. This will include suggestions for the overdue increase to fee scales for various services provided by the Parish Council. The report

*Stammers*  
19.11.20



was proposed for acceptance by Cllr Wildish, seconded by Cllr Welby and agreed unanimously. Requested agenda items for next meeting

- (i) Dog bin (additional) on Blackheath. (Cllr Welby will clear the undergrowth surrounding existing bins)
- (ii) Appointment of Trustees to Pepyn and Lessey Trust by Parish Council
- (iii) Co option of additional Parish Councillor.

Meeting closed at 8:25. Date of next meeting 18<sup>th</sup> November 2020.

*Stewart*  
19.11.20