

WENHASTON WITH MELLS HAMLET PARISH COUNCIL

Clerk Richard Day

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Minutes of the meeting of the Parish Council held on 15/1/25 at 7.30pm in the Village Hall.

Present; Cllr. A Musk (Chair), Cllr. J Townsend (Vice chair) Cllr. M Wilkinson, Cllr. D Stammers, Cllr. T Cushion, Cllr. S Mann, Cllr. C Way, Cllr. S Cooke, County Cllr. R Smith, District Cllr. Wakeling and Clerk Richard Day.

1. Chair welcomed all to meeting, apologies for absence accepted on behalf of Cllrs. Canham and Leech
2. No declarations of interest made.
3. There were no requests for dispensation to vote.
4. The minutes of the meeting held on 18th December 2024 were proposed for acceptance by Cllr. Townsend seconded by Cllr. Mann and unanimously approved.
5. CLERK REPORT:

The anticipated repair/replacement work for equipment at the Children's play area and outside gym will cost £5300 net and is required as part of the risk assessment work being undertaken. Once this work is completed, I will request the ROSPA inspection is undertaken to confirm that risk profile is reduced to fully meet our obligations.

The remaining risk assessment work will also be completed and Councillors will be updated at the next meeting

The Internal Control Statement will be circulated before the next meeting with the schedule of checks undertaken with outcomes. This will be an agenda item for the next meeting.

The Blyford Lane flooding /surface deterioration report to Suffolk Highways has been re-opened following my request. This is ongoing and an update should be available at the next meeting.

I am in the process of completing an updated version of Financial Regulations and this will be circulated to Councillors for review prior to adoption. It is planned to adopt the new document at the Annual Meeting of the Parish Council at the same time as all other policies etc are reviewed and adopted. Councillors should decide the format of the Annual Parish meeting and date which must be between 1st April and 1st June. AGREED TO RUN PRIOR TO NORMAL BUSINESS MEETING

I will attend a Planning Forum in Lowestoft on behalf of the Parish Council on 30/1/25.

A Musk

19/2/25

6. No matters arising from previous minutes.
7. Copy report by County Cllr. Smith is available from Clerk.
8. District Councillors' report had been provided and circulated prior to meeting.
A copy is available from Clerk
9. No carried forward items.
10. Approval to co-opt an additional Parish Councillor to fill the vacant position has now been obtained. Clerk will publicise the vacancy via Wenhaston Warbler and request that persons interested or requiring further information should make contact via email.
11. A request for a donation of £700 to assist with exterior electrical work at the Village Hall has been received. Full details of the proposed work were provided which will include provision of exterior power supply for outside catering, exterior displays and improved cleaning facility for the war memorial. The Parish Council unanimously agreed to assist after proposal from Cllr. Stammers seconded by Cllr. Way. Work is not expected to commence in the short term and Clerk will investigate whether funds could be made available via the County Councillor's enabling budget and report back at the next meeting.
12. PLANNING. No correspondence.
13. (i) Councillor Cushion reported following the recent meeting attended concerning the Sea Link Plans and subsequent information provided by SCC. It was agreed that no further action would be taken at this stage and Councillors will be made aware of any updates to the information/proposals submitted. (ii) Cllr. Mann reported following a recent meeting with the Head of Wenhaston Primary School who confirmed that no further support was currently being sought for assistance with the cost of providing hot school meals for all children. The matter will remain under review and a further meeting will be arranged if the position changes.
14. No further correspondence.
15. RFO REPORT:
Balances at Bank total £53248.38 prior to authorisation and issue of cheques totalling £5655.25 this month, this figure includes payment of the awaited invoice for Commons management. (£4461.14). Accounts have been reconciled to bank statements and are made available for member monthly audit.
Qtr. 3 ytd expenditure summary vs budget has been prepared and already circulated to all members. An explanation of variance to plan in respect of grants/donations made has been included within the report. All other areas of expenditure are within tolerance levels. Report proposed for acceptance by Cllr. Townsend, seconded by Cllr. Way and unanimously agreed.
16. Meeting closed at 8.15pm. Date of next meeting 19/2/25

A must

19/2/25