

**WEYBREAD PARISH COUNCIL**

Minutes of the Parish Council meeting held on 21 September 2021 in the village hall

**Attendees**

**From the Council**

Mr G Gibbs (Chair)  
 Mrs S Hardy (Vice Chair)  
 Mrs J Blair  
 Mr C Jordan  
 Mrs S Middleton  
 Mr M Nott  
 Mrs A Pickess  
 Mt G Tibbenham  
 Mrs L Hadingham (MSDC)  
 Alistair Besly [Clerk]

**From the Public**

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**Apologies**

Mrs R Cranney, Mr P Gould (SCC)

**Declaration of Interest**

None

**Minutes**

Minutes of the Parish Council meeting on 20 July 2021 were approved and signed

Minutes of the Special Parish Council meeting on 16 August 2021 were approved and signed

**Notes and Actions**

Agenda Item	Description	Actions and Agreements	Owner	Complete by date
1	<b>County Councillors Report: Circulated.</b> Mr Gould has offered to arrange a site meeting with SCC Highways and Drainage engineer to review the issues		Mr Gould	
2	<b>District Councillors Report: Circulated.</b> Mrs Hadingham highlighted that developments shown in Fressingfield Neighbourhood Plan have had planning approved		Mrs Hadingham	
3	<b>Chair's Report: Nothing to report</b>			
4	<b>Clerks Report:</b> Circulated: Councillors were requested to provide any changes to their RoI so these can be entered. Mrs Hardy said she was not able to view her RoI. The Clerk will investigate			
5	<b>Finance Report:</b> Circulated - there were no questions		Clerk	
6	<b>Payment Schedule</b> in the Finance report totalling £959.23 was approved. <b>All agreed</b>		Clerk	
7	<b>Policing Report:</b> <b>2 crimes in Mill Lane:</b> Arson/ Criminal Damage and Violence. There was also a Drug offence reported. <b>Virtual Recruiting</b> is taking place for Specials <b>Emergency Go Bags</b> are available for victims of modern slavery <b>Scams include</b> Doorstep calling offering insulation, Phone appliance guarantees and email Covid passports		Mrs Hardy	
8	<b>Tree Wardens Report:</b> No Report		Sally Mittuch	
9	<b>Highways Issues:</b> response from SCC has been disappointing. Drainage issues are not progressing and Highways do not accept WPC requests for improvements. The Clerk will ask Peter Gould to facilitate a site meeting with Peter Sparrow SCC Community Liaison Engineer to review both drainage and highway issues		Clerk	

Initials .....

Chair of the meeting

<p><b>10</b></p>	<p><b>Planning:</b> The Clerk suggested that a delegation of authority could be given to enable him to deal with uncontentious issues. As some councillors were not happy with this proposal the Clerk withdrew this offer. Therefore, if the council want to respond to a planning application there <b>MUST</b> be a public meeting. Based on a 28 day consultation period, a <u>minimum 3 clear days</u> to call a meeting and a day to enter comments, the meeting date must therefore be agreed <b>at least</b> 7 clear days before the end of the consultation period.</p> <p style="text-align: center;"><b>← 28 Days →</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; padding: 5px;"> <p><b>Days 1-20</b> Application review and <b>agree meeting date</b></p> <p><i>This timetable does not allow for <u>any</u> date slippage or Clerk's unavailability due to other commitments (like holidays!)</i></p> </td> <td style="width: 20%; padding: 5px;"> <p><b>Days 20-26:</b> Notice of meeting period (allows for a weekend)</p> </td> <td style="width: 20%; padding: 5px; text-align: center;"> <p><b>Day 27</b> enter</p> </td> </tr> </table>	<p><b>Days 1-20</b> Application review and <b>agree meeting date</b></p> <p><i>This timetable does not allow for <u>any</u> date slippage or Clerk's unavailability due to other commitments (like holidays!)</i></p>	<p><b>Days 20-26:</b> Notice of meeting period (allows for a weekend)</p>	<p><b>Day 27</b> enter</p>		
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<p><b>11</b></p>	<p><b>Notice Board for Upper Weybread:</b> The Clerk reported that regulations for location of street furniture were high level and described in the Clerks report. It was proposed that the street furniture license be applied for and that Mrs Hardy would provide the Clerk with a map detailing the proposed location</p>					
	<p><b>AP1 - 9/21</b> Mrs Hardy to provide a map showing the proposed location of the notice board</p>	<p>Mrs Hardy</p>	<p>ASAP</p>			
<p><b>12</b></p>	<p><b>Quiet Lanes:</b> Mrs Hardy reported that funding was no longer available and she is investigating the criteria for applying for a designated quiet lane. Mrs Hardy and Mr Nott will progress this item and report back at a later date</p>	<p>Closed</p>				
<p><b>13</b></p>	<p><b>Queen's Platinum Jubilee and Festival of Suffolk:</b> Mr Tibbenham was thanked for offering some land behind the village sign to plant a commemorative tree. The following was agreed:</p> <ul style="list-style-type: none"> <li>- Plant one good English Oak tree, Mr Nott will get prices and sizes</li> <li>- A commemorative plaque will be installed by the village sign. access to the tree would not be available to the public.</li> <li>- A good quality deer fence would be installed round the tree, Mr Nott will get prices</li> <li>- The surrounding land would be covered with membrane to provide the tree with the best growth opportunity</li> <li>- Mr Jordan offered to maintain the area as long as he is able to</li> </ul>					
	<p><b>AP2 - 9/21</b> Mr Nott to obtain tree and deer fence prices</p>	<p>Mr Nott</p>	<p>next meeting</p>			
	<p><b>Weekend Celebrations:</b> A number of ideas were suggested including: an event at the Paddocks, an event at the village hall, an event at the Church (which Mr Nott will raise with the PCC), Exhibition of 70 years of Weybread, commemorative Weybread mug. Mr Nott is committed to organising, with others an Open Gardens event and Art Show for Weybread on Saturday 23rd and Sunday 24th July. This can also be branded a Platinum jubilee event. It is in aid of St. Andrew's Church and the Village Hall 50% each. After some discussion the following was agreed: A group of Councillors, parishioners and Village Hall Management would be formed to manage an event at the Paddocks on 4 June with the following suggested: Hog Roast with salads and vegetarian option. Mr Gibbs will enquire about a price for 120 portions Erect a Marquee in case of inclement weather - Mr Jordan Purchase desserts, look for a bouncy castle, provide music. Village Hall will be asked to run a bar - Mr Gibbs Questions to be addressed include: cover charge, invitations, expected numbers, funding from either the parish council or the recreation fund</p>					
	<p><b>AP3 - 9/21</b> Mr Gibbs to obtain hog toast prices and ask the Village hall management committee to run an outside bar</p>	<p>Mr Nott</p>	<p>next meeting</p>			
	<p><b>AP4 - 9/21</b> All to consider who would be good to form an event team</p>	<p>All</p>	<p>next meeting</p>			

Initials .....

Chair of the meeting

14	<b>Speedwatch:</b> the Clerk reported that the data requirements to support an ANPR camera were fairly prescriptive. It was agreed that Weybread did not currently have the information to support an application. In order to move this forward the Clerk was asked to provide costs for a traffic data logger and an SCC traffic survey		
	<b>AP5 - 9/21</b> Clerk to obtain costs	Clerk	next meeting
15	<b>PAYE options:</b> After some discussion over the options available including "do nothing" it was agreed to increment the Clerks pay grade to SCP13 from 1 April 2022 in lieu of the additional work required to run payroll which was previously outsourced. This was considered a less expensive option than outsourcing to SALC. <b>All Agreed</b>		
16	<b>Crown Chicken:</b> Concern was raised over the general untidiness of the site and entrance. Paul Caley from Cranswick has agreed to tidy the site up but to date no action has been taken. It was agreed that the Clerk should draft a letter of complaint to Cranswick regarding the rubble piles and overgrowth		
	<b>AP6 - 9/21</b> Clerk to draft letter for approval	Clerk	ASAP
17	<b>Next Meeting:</b> Tuesday 21 September 2021		

These minutes are confirmed as an accurate record of proceedings of the meeting held in the village hall on Tuesday 21th September 2021

Signed (Chair) \_\_\_\_\_ Dated \_\_\_\_\_

Initials .....  
Chair of the meeting