

WEYBREAD PARISH COUNCIL**Minutes of the Parish Council meeting held on 18 January 2022 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
Mrs A Pickess
Mr G Tibbenham
Alistair Besly [Clerk]

From the Public 1

Notes and Actions

- 1 Public Speaking** None
- 3 Apologies** Mr P Gould (SCC), Mrs L Hadingham (MSDC)
- 4 Declaration of Interest** Items 17 & 18 - Mr Tibbenham pecuniary interest
- 5 Minutes** The Minutes of the Parish Council meeting on 16 November 2021 were approved and signed
The Minutes of the Extra Parish Council meeting on 3 November 2021 were approved and signed
The Minutes of the Extra Parish Council meeting on 6 December 2021 were approved and signed
- 6 County Councillors Report:** Circulated.
- 7 District Councillors Report:** Circulated.
- 8 Chair's Report:** Mr Gibbs reported that two councillors have resigned, Mike Nott and Rachel Cranney. He thanked them for their work while on the Council. The Clerk has notified MSDC democratic Services and will follow up on the process for advertising these vacancies.
Mr Gibbs has circulated the Tree Warden's report - there were no questions
- 9 Clerks Report:** Nothing to report beyond finance report
- 10 Finance Report:** It was noted that the Cash Book had not been updated for the s137 payments made in Clerk
December. The Clerk will update and recirculate.
It was also noted that HSBC now charge £5 per month and £0.40 per transaction and also that the Clerk will need to respond to an anti money laundering questionnaire for the third time in 4 months
- 11 Payment Schedule** There were no payments to be made
- 12 Appointment of Internal Auditor.** It was proposed that Heelis and Lodge be appointed as Internal Auditor. **All Agreed**
- 13 Review and approval of Draft Budget including Precept**
The budget was reviewed and it was proposed that it should be approved as presented with a Precept of £5,100 and budget costs of £5,957. **All Agreed**
- 14 Policing Report:** Mrs Hardy reported that there had only been one crime in Weybread but noted that there was still an ongoing issue with email and phone scams
- 15 Weybread Highways issues and SCC responses:** Mr Tibbenham reported that a drainage survey team attended before Christmas and are due to return in the new year. Mrs Pickess reported that Mr Gould had provided a priority work list. It was agreed that progress was encouraging but would still need to be monitored
- 16 Traffic Survey:** Mr Gibbs asked Councillors if they wanted to spend money on traffic calming measures in principle. After some discussion **All Agreed** that the Council did not want to spend money on this.
Mr Gibbs then asked Councillors if a survey was needed given their previous answer. It was therefore agreed that a Traffic Survey was not needed. **All Agreed**
The proposed 3.5T weight restriction for Mill Lane was reviewed and it was proposed that Weybread Parish Council support this. **All Agreed**
- 17 Allotment overgrowth:** The area between the allotments and the southern boundary is choked with brambles. Mr Tibbenham offered to take a digger and claw out the brambles free of charge. Allotment holders will need to be notified.
The Council thanked Mr Tibbenham for his offer

Initials

Chair of the meeting

- 18 **Allotment land rental** Mr Tibbenham highlighted that the land rental for the allotments had not been increased for several years. He proposed an increase of £20 per year. All Agreed
The Clerk will ensure this cost is recovered by allotment holder rents Clerk
- 19 **Allotment Arrears 2021 and waiting list.** The clerk reported that payment and an allotment agreement had still not been received from the holder of Plot 2. It was proposed that the Clerk write to the plot holder and give 7 days to pay and sign the agreement otherwise he will forfeit his right to use the allotment. **All Agreed. Action Clerk** Clerk
- 20 **Cranswick Site** It was noted that Cranswick had done some tidying up but had declined a request to come to the Parish Council meeting to provide an update
- 21 **Notice Board for Upper Weybread:** It was suggested that a 45 degree angle low level board could be installed next to the post box. The clerk will put an application in to SCC Highways. **Action, Clerk** Clerk
- 22 **Governance Documents:**
 - 22.1 **Safeguarding policy** This document is a significant change to existing processes. The Clerk will issue the proposal to be reviewed in March. **Action: Clerk** Clerk
 - 22.2 **FOI Publication scheme** it is recommended by the Information Commissioners Office (ICO) that this publication scheme is published on all Council websites with no changes. **All Agreed. Action: Clerk** to send document to Mrs Middleton for upload to the website Clerk
 - 22.3 **New code of Conduct.** This document has not yet been finalised by SALC
- 23 **Planning:** Application DC/21/06276 - Oak Farm, Hoxne Road, Weybread, Diss Suffolk IP21 5UJ was reviewed. As this is a minor change to a previous application it was proposed that the Parish Council did not comment again. **All Agreed**
- 24 **Queen's Platinum Jubilee and Festival of Suffolk:** Mr Gibbs reviewed the existing agreed activities. He then proposed the following:
The celebration should take place on 4 June 12 - 4pm with a hog roast 1-2pm
The parish Council and the Recreational Charity should each fund £500
An invitation should be sent to all residents with an RSVP to the box in the Carrot to help with numbers
Details would be published in Six Sense
Donations would be requested for a local Charity TBD **All Agreed**
It was suggested that a web page be created for people to post their photos from the last 70 years with annotations. Mrs Middleton will organise
The planting of the Oak, Mr Tibbenham will liaise with Mr Nott regarding location and planting, which should be done soon
Mr Jordan and Mrs Blair will organise a plaque for the Tree with suggested (but not prescriptive) wording of "This Oak tree was planted in celebration of Queen Elizabeth II platinum Jubilee on [Date]"
 - 24.1 **Jubilee Beacons** - It was proposed that Weybread do not have a Jubilee Beacon. **All Agreed**
- 25 **Next Meeting:** Tuesday 15 March 2022

These minutes are confirmed as an accurate record of proceedings of the meeting held in the village hall on Tuesday 18 January 2022

Signed (Chair) _____ Dated _____

Initials
Chair of the meeting

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