

WEYBREAD PARISH COUNCIL

Minutes of the Parish Council meeting held on 19 January 2021 over Zoom

Attendees

- From the Council**
- Mr G Gibbs (Chair)
 - Mr M Nott
 - Mrs R Cranney
 - Mr G Tibbenham
 - Mr C Jordan
 - Mrs S Middleton
 - Mrs J Blair
 - Mrs S Hardy (Vice Chair)
 - Mr G McGregor (County Councillor)
 - Mrs L Hadingham (District Councillor)
 - Alistair Besly [Clerk]

From the Public Jo & Jon Austin, Mark Riley, James Ffitch

Apologies Mrs A Pickess

Declaration of Interest None

Minutes Minutes of the last meeting on 17 November 2020 were approved to be signed

Notes and Actions

Agenda Item	Description	Actions and Agreements	Owner	Complete by date
1	Chair's Report		Mr Gibbs	
	Mr Gibbs requested a volunteer to manage the notice board on the Street. Mrs Middleton agreed to do this He also reported that the concern over occupancy at a house in Friar's Meadow was now in the hands of the District Council so the Parish Council should step back from this			
2	County Councillors Report		Mr McGregor	
	Mr McGregor's report has been circulated. He highlighted the following: He has asked about vaccination locations and expressed concern that central government are not working with local government to provide optimum solutions. The county is currently balancing their budget between council tax increases and use of reserves Drainage: there are increased resources available for flooding Roadworks on Shotford Bridge caused problems on all local lanes. Currently pushing for weight and length restrictions on Mill Lane by Needham Mill Quiet Lanes - It is up to the Parish to initiate these discussions but the county is very supportive			
3	District Councillors Report		Mrs Hadingham	
	Mrs Hadingham's report has been circulated and there were no questions for the District Councillor			
4	Planning	None		
Meeting suspended for Public speaking				
	Mark Riley reiterated his concern over surface water drainage once the Crown site was developed			

Initials

Chair of the meeting

	James Ffitch expressed concern over the excess growth encroaching on some footpaths and instances of dog fouling. He was advised to report this to Suffolk Highways reporting site showing the problems on a map.		
	Jon Austin also expressed concern over surface water drainage once the Crown site was developed. Also reporting that his house, The Old Barn, had been flooded due to his pond overflowing caused by the extreme weather conditions making the water entering into it off the fields not being able to escape quickly enough along the ditch via Fir Tree Farm. The issues with flooding to be forwarded to the County Councillor Guy McGregor [ACTION Clerk]		
The Meeting was restarted			
5	Clerks Report		
	The Clerk reported that the governance documents had been prepared and that Ladywell accountancy services were ceasing to trade after 31 March 2021 so a replacement payroll will need to be found. SALC would charge £108 per year. The Clerk has agreed to run the PAYE for the Parish council.		
6	Finance Report	Clerk	
	Bank Balance at bank is £6,620.48 with expected transactions to year end of £1,196 leaving an expected balance at year end of £5,424		
	Budget The draft budget was reviewed and approved		
	Precept A Precept request of £5,000 was approved.		
	AP1 1/21 Clerk to apply for Precept	Clerk	31/01/2021
	Governance Governance documents were reviewed and approved pending some minor typo errors		
	AP2 01/21 Clerk will update documents and arrange for their publication on the website	Clerk	Next Meeting
	Auditor It was agreed to continue to use Hillary Eastgate as internal Auditor for the 20/21 year end		
	Payments The following payments schedule was agreed		
	319.71 Clerk's Salary December and January 35.00 Clerks Expenses (Filing Cabinet) 80.00 PAYE 61.18 Website Invoice - Reimburse Sandra Middleton		
	AP3 01/21 Clerk will prepare the payments for signature	Clerk	ASAP
	Bank Mandate The bank mandate has been prepared for signature		
7	Policing Report	Mrs Hardy	
	Mrs Hardy reported that there was nothing on the December crime map. However, throughout Suffolk although not in Weybread there has been a rise in: Vehicle thefts, Tool thefts, Covid scams. No one needs to give financial information to get a Covid Vaccine There are also suspicious emails purporting to be from HMRC and any Doorstep cold calling should be reported on Police 101		
8	Tree Wardens Report has been circulated and it was agreed to put the PDF report on the village website	Sally Mittuch	
	AP4 1/21 Mrs Middleton to put report on website	Mrs Middleton	Next Meeting
9	Weybread Recreational Charities	Mr Gibbs	

Initials
Chair of the meeting

	Mr Gibbs reported that the annual report was up to date and the change of bank from Nationwide was in progress		
10	Allotment Vacancy	Mr Gibbs	
	One of the tenants has asked to pay cash, the others have paid. It was agreed the cash could be left with Mr Gibbs. Clerk to supply tenant's address		
	AP5 1/21 Clerk to provide address to Mr Gibbs	Clerk	ASAP
	AP7 11/20 Clerk to prepare tenancy agreements for allotments as none found in the records	Clerk	Next Meeting
11	Crown Chicken Update		
	Mr Gibbs reported that the s106 has been approved for 80 dwellings and the site is advertised for sale. It was agreed that a specific Face to Face meeting should be arrange once Covid restrictions allow to discuss ideas for a new community centre. The village hall committee should be invited Funding should be discussed including County CIL fund, Lottery funding		
12	New Residents: Welcome and Introduction to Weybread. Ideas and development.	Mr Nott	
	Mr Nott has circulated the document and it was agreed that: It should be delivered to all parishioners An addition regarding care with dogs and livestock should be made It can be delivered with Six Sense Mr Jordan and Mrs Blair offered to help with deliveries 200 copies would be required		
	AP6 1/21 Mr Nott to coordinate production and delivery	Mr Nott	
14	Weybread Drainage and Flooding		
	There was some discussion regarding drainage and flooding with the following conclusions: The gullies have been cleared but do not have the capacity to deal with excess rainfall There was a question regarding the size and quality of the culverts under the road. This is a county council issue. Guy McGregor confirmed there would be more money available next year The Parish Council will collate all the recent flooding issues and forward to the county Council. It was noted that anyone owning land firstly has a legal obligation to accept surface water from neighbours and secondly has a responsibility to keep water courses around their own land clear and free flowing		
18	AOB		
	Accident at corner of King St and Harlesden Road: Reported by Isabel Coe a drunk driver destroyed 7m of hedge before Christmas. It was recognised by the Parish Council that vehicles have come off the road at this point on a number of occasion over the years so Ms Coe's request to have a crash barrier erected is supported by the Parish Council and Guy McGregor our county councillor. Next steps are for the Parish to make the request to County Highways		
	AP8 1/21 Clerk to write to Guy McGregor with a formal request	Clerk	ASAP

Initials

Chair of the meeting

	Kerb on One Eyed Lane: Raised by Mr Tibbenham who suggests a kerb is needed to protect a bank on One Eyed Lane and create an official passing place. Mr Tibbenham to email a map of the position for the Clerk to raise with County Highways		
AP9 1/21	Mr Tibbenham to email a map to the Clerk who will write to Guy McGregor with a formal request	Clerk	ASAP
	Website - Shop opening hours: The question was raised as to whether the shop opening hours on the website are current. Mrs Hardy to give Mrs Middleton the current details for update		

Date of Next Meeting: Tuesday 16th March 2021 at 19.30

Distribution: Notice Boards (2) Parish website, Parish, District & County Councillors

These minutes are confirmed as an accurate record of proceedings of the meeting held remotely via Zoom on Tuesday 19th January 2021

Signed (Chair) _____ Dated _____

Initials
Chair of the meeting