**WICKHAM MARKET PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON**

**MONDAY 21ST JANUARY 2019 AT 7.30pm IN WICKHAM MARKET VILLAGE HALL**

**COMMITTEE ROOM**

Present: Cllr Dick Jenkinson (Chairman) Cllr David Chenery

 Cllr Robin Cooke Cllr Andrea Denham

 Cllr Mike Hawes Cllr David Howland

 Cllr Emma Lawrence Cllr Mike Margetts

 Cllr Brian Nobbs Cllr Patrick Roper

In attendance: District Councillor Amoss and Cemetery Clerk Linda Merriam (Minuting Secretary). There were 2 members of the public present.

1. **Open Public Session**

Tony Hall, who runs the Blue Lagoon on the Boardwalk in Rendlesham, shared a proposition he had to open a wine bar in the village in the premises on The Hill formerly occupied by the pharmacy. He wanted to consult the Parish Council before he started the process. He would plan to open from 12.00 noon to 11.00pm (8.30/9.00pm on Sundays), serving wine, beer and coffee, together with snacks, but not hot food. He planned to put a new partition inside the building but there would be no external changes. His stores would be in the cellar. Cllr Howland commented that he lived above the premises and was a Director of White Hart Court and one of 7 owners of the building. It was noted the building is listed. They have declined other applications in the past. At present there is limited insulation and the only access is from the front and back of the building. The committee has to approve anything that happens in the building; they tended to be conservative in their approach. Cllr Howland knew that the other directors were not overly supportive of this proposal. It was noted that the Three Tuns at Pettistree was due to be re-opening as a bar and restaurant with rooms. The Chairman said that regarding Planning Permission, the policy has been to try to make Wickham Market a more thriving place. However, they could only advise SCDC. It was agreed that a new bar would increase footfall on the Hill and probably make it safer.

 The Council thanked Tony Hall for coming to the Council with his proposal.

 **Apologies were received from County Councillor, Alexander Nicoll.**

 **To receive a report from Suffolk Coastal District Councillor, Mark Amoss**

 District Councillor Mark Amoss reported that the SCDC final Local Plan is going to full Council for approval. There was an opportunity to comment on it until 24th February. The number of houses proposed for Pettistree has been increased to 150, in the field next to Wickham Place. The proposed development is within the settlement boundary of Wickham Market, but outside the parish boundary. They have reduced the number of houses needed in the Neighbourhood Plan to 70. The proposal would provide houses for people outside the area rather than local people.

 The future parking tariffs are being aligned across the area for the new East Suffolk Council which were agreed in November. The Chairman pointed out that Wickham Market had negotiated a bespoke tariff. Cllr Amoss would follow this up.

Cllr Amoss said that he still had a small amount of money in his Enabling Budget which needed to be allocated by the end of February.

 **To receive a report from Cllr Patrick Roper – Suffolk Constabulary Liaison Representative**

 Cllr Roper said that the Parish Clerk had written a piece for the Parish magazine saying that the Council needed people’s help with problems in the village.

 The Chairman said he had received a message from Police Connect saying that there would be a meeting on 29th January regarding Safer & Thriving Communities at the Co-op office at Wherstead Park. Cllr Roper agreed to attend on behalf of the Council.

The Chairman formally opened the meeting at 8.00pm

2. **To receive Apologies for Absence**

 Apologies were received from Cllrs Biddle, Quickenden and Sanders. Also, the Parish Clerk, Jo Peters, who was unwell.

3. **To receive Councillors’ Declarations of Interest**

 Cllr Hawes declared a non-pecuniary interest as he is a member of the Bowls Club. Cllr Margetts declared an interest as a member of the Allotment Association.

4. **To approve the draft Minutes of the Parish Council meeting held on Monday 19th November 2018**

 The draft minutes of the Parish Council meeting held on Monday 19th November 2018 had been circulated to all Councillors prior to the meeting and were agreed subject to the following amendment – under 6.1 Parish Council co-option, line 4. Instead of ‘unanimously agreed’ it should read ‘8 in favour with 1 abstention’.

 The Chairman said the minutes would be signed and dated when he meets with the Parish Clerk.

5. **Matters arising from the previous minutes which do not appear elsewhere on the agenda**

 5.1 **Bowls, Football Club & Village Hall CIO leases – to receive an update**

 Nothing had progressed since the last meeting. Final agreement had been received from the Bowls Club; the Village Hall and Football Club want to meet with the Parish Council before finalising their leases.

 5.2 **Transfer of land at the Church Pightle – update**

 The Chairman had today received the legal terms regarding transfer of the deeds to the Parish Council. The Chairman and the Parish Clerk need to sign these and then the transfer can take place. The Deed just refers to the Pightle alone and not the footpath at the side of the Resource Centre. The footpath on the eastern side of the Pightle must be maintained as a public right of way.

 5.3 **Bus Shelter refurbishment – update**

 The Chairman had spoken to the contractors today and confirmed where the electrical power is coming from. It was hoped that the work would be finished this month.

6. **Parish Council matters**

 **6.1 Stage 3 Sizewell C Public Consultation**

 It was noted that the preferred location for the Southern Park & Ride (P&R) is beyond the 5 Ways roundabout on the slip road to the A12. The SZC sea delivery option has been taken out as they could not build a suitable jetty. Supplies will now have to come by road or rail. If rail is the preferred option, there would be 5 trains a day equating to taking 210 HGVs off the road every day. If road is the preferred option, there would still be an additional 2 trains per day. EDF have said that Network Rail will have to upgrade the local railway. It seemed there was no opportunity to move the P&R site from Wickham Market. The freight consolidation at the southern P&R was no longer in Stage 3. (afternote: There is, however, a postal consolidation function which will cater for all “White Van Man” deliveries to site.)

 EDF realise that the options for traffic coming through the village to the P&R were not viable without some mitigation works. Ideally they need a route which bypasses the lower part of the High Street.

EDF will provide the money to fund a two-village by-pass, only if SCC or Central Government

add to this pot would enough money be available for a 4-village bypass.

 There would be meetings on 8th and 23rd February with Planning Aid England to help Parish Councils formulate their responses to the Stage 3 Consultation.

 There will also be a meeting with other local villages on 2 Mar 19 in order to support each other and make a better case for what is wanted.

 6.2 **Markets Group**

 Cllr Chenery said that the Parish Clerk thought it would be better if the markets came directly under the Parish Council rather than the Environment & Leisure Group. As this was the Clerk’s preference, it was agreed that the Markets would be dealt with direct by the Parish Council. When the Clerk was back in action, she will ask for supporters to help with the markets.

 6.3 **Flags – to agree expenditure for the purchase of Suffolk flags**

 The Chairman showed the meeting the design which had been registered as the official Suffolk flag on 9th October 2017, showing a crown crossed with two arrows on a blue background. It was agreed to purchase 20 flags for the Hill at a cost of £5.99 each.

 6.4 **To consider and approve Parish Council Health & Safety Policy**

 The Health & Safety Policy places a responsibility on all Councillors, who need to know what their responsibilities were.

 Cllr Chenery proposed acceptance of the Health & Safety Policy which was seconded by Cllr Denham and **agreed unanimously.**

 6.5 **To approve dates for the 2019 Summer and Christmas markets**

 It was agreed that the Summer Market would be on Saturday 17th August and the Christmas Market on Saturday 30th November.

 6.6 **To approve 2019 Parish Council meeting dates**

 The dates were noted and agreed – 18th March- 8th April (Annual Parish meeting) – 13th May – 15th July – 16th September – 18th November.

7. **Clerk’s report**

 7.1 **Handyman and works schedule update**

 Since the last meeting, Mr. Adrian Clarke had been appointed as Handyman. A list of jobs had been produced. The hedge and footpath on the Glebe Allotment had been attended to. The handyman will report direct to the Parish Clerk and the Environment & Leisure committee.

 7.2 **CCTV on the Hill – update**

 The Chairman thought the Parish Clerk had put in the order for the CCTV camera to be installed on the front of Inspirations.

8. **Environmental & Leisure Committee – update**

 8.1 **Allotment matters**

 The main concern on the allotments was fly tipping. Notices had been put up to deter people from doing this. The site rep. at Simons Cross was concerned about water leakage.

 8.2 **Cemetery matters**

 A sign was being made about rules for dog walking in the cemetery. The roof of the Bier Hut had been repaired and more work will be done in the spring.

9. **Finance and Legal Matters**

 9.1 **Bi-monthly accounts – November/December 2018**

 It was agreed to monitor the Simons Cross water meter readings.

 A copy of the bi-monthly accounts had been circulated to all Councillors prior to the meeting. These were proposed for **approval** by Cllr Roper, seconded by Cllr Cooke. **All in favour.**

 9.2 **To approve the 2019/20 Budget and set the Parish Precept**

 The Chairman had circulated a note following a meeting of the Finance & General Purposes committee. They proposed an increase in the Precept from £49,946 - £60,000.

 It was thought it was a good idea to change the way the Council give grants. Apart from the Citizens Advice Bureau, the Good Neighbour Scheme and the Village Clock, it was agreed to contact those who had received regular grants in the past, asking them to bid for the money and giving a reason for why they need it. Details could then be put in the Parish News.

 The tax for a Band D property will go up £61.81 which is a rise of £11.86 a year. The reason for the increase needs to be sold to the village with the fact that the Precept is going up by 20% and the Chairman agreed to do this. It was agreed that the Pightle could be let out for community events in order to raise funds.

 Regarding increasing income, it was noted that the cemetery runs at a loss and the Council needed to see if it should charge more. The E&L Committee were tasked with making the cemetery cost neutral over a period of 3 years, noting that the work carried out by the handyman for the cemetery should be charged to the cemetery.

 The 2019/20 Budget and Precept were proposed for **approval** by Cllr Cooke, seconded by Cllr Chenery and **agreed unanimously.**

10. **Planning Matters**

 The Chairman said he would write to SCDC to see if they have come to any agreement regarding the Parma Industries site.

 10.1 **SCDC’s Local Plan Consultation**

 The Neighbourhood Plan group would be looking at SCDC’s Local Plan in depth. The Parish Councillors were happy for them to do this.

11. **Town Team & Wickham Market Partnership**

 The Chairman reported that the Partnership was giving a grant for the outdoor classroom at the Primary School and contributing to a second defibrillator for the First Responders. They also fund the www.visitwickhammarket.co.uk website and are looking to raise some of the money needed from the business organisations who are members. Their annual charge will increase to pay for this. It was noted that the Town Team Christmas leaflet cost £800 to produce and distribute to 15,000 households and only half of this was funded by the advertisers. They propose to continue with this leaflet as it is a very useful advertising tool.

12. **The George Bencom – update**

 The Chairman said there would be a meeting in February. An email had been circulated to all those who had expressed an interest, to inform them of the latest situation and the decisions which have to be made.

13. **Village Hall Rebuild Committee – update**

 A lot of fund-raising was being undertaken at present. The Committee was applying to a number of organisations for grants, etc.

14. **Traffic & Parking Working Group – update**

 The Chairman had circulated the minutes of the last meeting of the group earlier in the day. They felt that Mill Lane was the only viable site for a new long-stay car park. However, there were still a few issues to be sorted out.

 Cllr Howland said that sub-WG that he chairs had been actively involved in trying to find ways to improve safety in the village. They were looking at finding extra parking spaces on the roads. They are likely to do things in a series of steps and want to use the existing infrastructure. The plan is to bring a presentation to the village hall in the summer to show what the sub-WG is proposing.

15. **Neighbourhood Plan Committee – update**

 The Chairman said the Plan was now in its final draft and a copy was sent to SCDC a week ago to get a view on it. Site plans and images were being produced. The final Plan will be sent out for Regulation 14 consultation to make sure people have an opportunity to comment. This will take 2-3 months to complete. Regulation 16 consultation takes longer and is done by SCDC. There will then be a referendum which it is hoped will take place by the end of this year.

16. **Correspondence**

 16.1 **Proposed name change for Wickham Market station**

 Councillors did not mind the name being changed to ‘Campsea Ashe for Wickham Market’. However, it was noted that it might not happen as there was considerable cost in changing the name on all the timetables.

17. **Any Other Matters Arising**

 The Chairman reminded Councillors that elections for the Council would be held in May. Each Councillor had to stand and if there were more than 13 applications then there will be an election. Otherwise they would be elected en bloc.

18. **Open Public Session**

 There were no members of the public present.

**The Chairman thanked Councillors for their attendance and formally closed the meeting at 9.25pm**