**WICKHAM MARKET PARISH COUNCIL**

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

**17TH JULY 2017 AT 7:30PM IN WICKHAM MARKET VILLAGE HALL,**

**COMMITTEE ROOM**

Present: Cllr Dick Jenkinson (Chairman)

 Cllr Robin Cooke Cllr David Chenery Cllr Mike Hawes Cllr Emma Lawrence

 Cllr Brian Nobbs Cllr Patrick Roper

 Cllr Michael Roseveare Cllr Mike Margetts

Cllr Lisa Sanders

 **Welcome by the Chairman**

In attendance: Joanne Peters – Parish Clerk and County Cllr Nicoll & District Cllr Amoss. There were 3 members of the public in attendance.

1. **Open Public Session**

 There were no comments from the members of the public present.

 **To receive a report from Suffolk County Councillor Alexander Nicoll**

 County Cllr Nicoll gave a verbal report. He raised concerns regarding health issues relating to mobile

 telephone masts being sited on Churches. He stated these did not always solve coverage issues and advised

 he felt this would not be the correct solution for Wickham Market. County Cllr Nicoll reported he had

 been invited to be the SCC Highways Cabinet member to which he provided further details and stated he

 was also now a member of the SCC Development Control Committee and Vice Chairman of SCC

 Pensions Fund. County Cllr Nicoll confirmed he had recently given a grant to the Parish Council from

 his Locality Budget towards the Men’s Cycle Tour to which the Chairman thanked Cllr Nicoll. The

 Chairman thanked County Cllr Nicoll for his report. The Chairman brought it to County Cllr Nicoll’s

 attention that an Open Public Meeting had been held regarding Traffic & Parking issues within the village

 to which he gave details including the actions to be undertaken. County Cllr Nicoll thanked the Chairman

 for this information and offered assistance from his Highways Budget to which the Chairman thanked

 him.

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

 District Cllr Amoss gave a verbal report. (A full copy of this report had been circulated to all Councillors).

 He provided details regarding the changes to Universal Credit and reported on the latest information in

 respect of Better Broadband. The Chairman gave details regarding areas within Wickham Market that do

 not received Fibre Optic Broadband. District Cllr Mark Amoss provided details regarding a meeting to be

 held regarding Better Broadband and stated that any questions the Parish Council wanted him to raise

 could be e-mailed to himself by mid-August. The Chairman thanked District Cllr Amoss for his report.

 **To receive a report from Suffolk Constabulary**

 Cllr Roper provided details regarding recent police meetings held. The Chairman thanked Cllr Roper for

 his report.

 The Chairman formally opened the meeting at 7:45pm

**2. To receive Apologies for Absence**

Apologies were accepted from Cllr Denham.

The Chairman reported he had received a letter of resignation from Cllr John Ridd. He confirmed the vacancy would now be advertised on the noticeboard. On behalf of the Parish Council the Chairman thanked Cllr Ridd for all his hard work carried out whilst serving as a Councillor.

 Cllr Roseveare stated after 15 years of serving as a Parish Councillor he had decided with effect of

 this meeting to resign to which he gave details and thanked the Clerk for all her assistance and also

 wished the Parish Council well. The Chairman stated he would personally miss Cllr Roseveare for all

 his knowledge and advice and on behalf of the Parish Council he thanked Cllr Roseveare for all his hard

 work whilst serving as Vice Chairman and Chairman of the Planning Committee. **Action: Clerk to**

 **inform SCDC and add an agenda item ‘Election of Chairman’ to the next agenda of the Planning**

 **Committee.**

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

The Chairman declared a non-pecuniary interest as he is a member of WMP and the Town Team. Cllr Margetts declared a non-pecuniary interest as he is a member of the George Bencom.

**3.1. To Consider any Dispensations**

None received.

**4. To approve the draft minutes of the Annual Meeting held on Monday 15th May 2017**

The draft minutes of the Annual Meeting held on Monday 15th May 2017 had been circulated to all Councillors prior to the meeting and were Proposed for **Approval** by Cllr Hawes, Seconded by Cllr Cooke. **8 in Favour, 1 Abstention.** The minutes were duly signed by the Chairman as a true record.

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

* 1. **- Bowls & Football Club Leases – To receive an update**

The Chairman provided an update and confirmed the draft leases sent by Kim Caley at Blocks Solicitors were incorrect and therefore himself and the Clerk had reviewed these and sent back the amended copies to Kim Caley for her to carry out the necessary amendments. Action: Clerk and Chairman to visit Blocks Solicitors. The Chairman confirmed he had also informed Connor Banks that the Parish Council wished for the football pitch to remain as a licence.

* 1. **– Lehmann House & Transfer of the land at The Pightle – To receive an update**

The Chairman gave details regarding an e-mail received from Brian Prettyman, SCC in respect of the land to be transferred including the footpath that runs alongside the Resource Centre. He explained this footpath as per the sale to De-Vere Care went through part of the flowerbed and therefore he had spoken to Sunny Sandhu, De-Vere Care and he had agreed their fence line would still leave this footpath available to be used and in its current state.

* 1. **– Vehicle Activated Speed Sign – To receive an update**

 The Clerk confirmed the posts were due to be erected within the next couple of weeks. The Chairman

 confirmed the VAS Sign had been erected near Yew Tree Rise for the last 4 weeks. He provided details

 regarding the data downloaded to date and stated that 3 or 4 cars had driven up The Hill at around

 50-55mph. The Chairman confirmed that WMP were considering purchasing a Community Speed

 Watch gun to which he gave details. Finally, Cllr Chenery reported there was not a suitable location for

 an additional post to be sited on Broad Rd to which he gave details.

 ***District Cllr Amoss left the meeting.***

**6. Parish Council Matters**

 **6.1 – Parish Council Co-option**

 The Chairman ***closed the meeting*** and welcomed Mr Ray Clune to the meeting. Ray gave a brief

 statement as to why he wished to join the Parish Council. The Chairman thanked Ray and asked him to

 leave the room. There was a formal vote and it was **Unanimously Approved** that Ray Clune should be

 Co-opted. Ray Clune was duly Co-opted and the Declaration of Acceptance of Office was signed and

 witnessed by the Clerk. The Chairman ***reconvened the meeting***.

 **6.2 – To elect a member for the E & L Committee**

 Cllr Margetts volunteered his services to join the E & L Committee. The Chairman confirmed the

 Allotments Site Managers were going back to being Site Representatives. There were ***No Objections*** to

 this request.

**7. Parish Clerks Report**

 The Clerk confirmed it had been bought to her attention that the Village Hall did not have a Risk

 Assessment document in place.

 **7.1 – Possible siting of defibrillator at adopted telephone kiosk in Spring Lane**

 The Clerk gave details regarding this matter and the Chairman suggested when the phone line is cut off a

 sign should be put up stating the Parish Councils intentions to site a defibrillator.

**8. Environmental & Leisure Committee update**

 **8.1 - Proposals for a Pump Track to be sited at the Village Hall Playing Field – To receive an update**

 Cllr Chenery confirmed as a result of the recent E & L Committee meeting held it was agreed that a

 Pump Track would not be suitable if sited at the Village Hall Playing Field. Cllr Chenery confirmed as a

 result of this meeting he had now written to Matt Hercliffe to this effect but had stated the E & L

 Committee would be willing to work with him with proposals for this on an alternative site.

 **8.2 – Village Handyman – To approve proposed increase of hourly rate**

 The Clerk gave details regarding discussions held at the recent E & L Committee meeting. Cllr Margetts

 stated he felt the hours given would not be sufficient. Cllr Roseveare suggested the Clerk should make

 enquires to Rendlesham & Ufford Parish Council’s to see if they would be willing to share their

 Handyman with Wickham Market. Cllr Nobbs suggested alternatively the advertisement could state

 Handyman needed one day per week instead of 7 hours per week. It was agreed the hourly rate paid

 should be paid in line with Rendlesham & Ufford Parish Council. **Action: Clerk to contact Ufford &**

 **Rendlesham Parish Councils.**

 **8.3 – Allotment Matters**

 There was nothing to report.

 **8.4 – Cemetery Matters**

 The Chairman ***closed the meeting*** to allow Linda Merriam (Cemetery Clerk) to comment. Linda

 reported on the recent Cemetery Group meeting held and gave details regarding the proposals discussed

 to extend the land 12 metres towards the road where Andy Reeve keeps his cattle. It was agreed the

 Clerk would write to Andy Reeve. Cllr Nobbs raised concerns regarding the entrance to the Cemetery

 not being very visible. It was agreed the E & L Committee would look into this matter. The Chairman

 ***reconvened the meeting.***

**9. Finance and Legal Matters**

 **9.1 - Bi-monthly accounts – May/June 2017**

 These had been circulated to all Councillors prior to the meeting. **Approval** was Proposed by Cllr

 Roper, Seconded by Cllr Lawrence. **All in Favour.**

**10. Planning Matters (see separate appendix)**

 Cllr Roseveare gave details regarding planning applications received and decisions made by SCDC since

 the last meeting.

 Further to Cllr Roseveare’s resignation the Chairman asked if any Councillors would be willing to join

 the Planning Committee. The Chairman suggested Cllr Clune should join this Committee. Cllr Clune

 stated he would prefer not to join any Committees in the early stages of being Co-opted. Cllr Lawrence

 volunteered her services in the interim to join the Planning Committee.

 ***Cllr Sanders left the meeting***

**11. Town Team & Wickham Market Partnership – To receive an update on recent meetings**

 **(see separate appendix)**

 The Chairman gave details regarding the Tennis Club. He reported the Parish Council had received a

 letter asking for a donation towards repairs to the Potsford Gibbet to which he confirmed had now been

 passed onto WMP so they could consider possibly offering a grant towards this work.

**12. George Bencom Update**

 **(See separate appendix)**

**13. Village Hall Rebuild Committee update**

 Cllr Lawrence reported Cllr Denham, Mary Sculpher and Margaret Holland had now met with Plaice

 and Concertus Architects and they had presented their findings at a recent meeting whereby it had then

 been agreed that Plaice Architects would be appointed. She confirmed the Clerk had now compiled the

 proposed Financial Regulations and a meeting would be held in September 2017 to discuss these.

**14. Neighbourhood Plan Committee update**

 (See separate appendix)

**15. Correspondence**

 **15.1 – To consider correspondence received from All Saints Parochial Church Council regarding**

 **Street Lighting in Crown Lane**

 The Chairman confirmed a response had been received from the Co-op whom had confirmed the

 electricity supply to this street light runs from the part of the Co-op that is currently closed. There was a

 brief discussion and it was agreed the Chairman would contact the Co-op to see if they could rewire this

 to Inspirations. **Action: Chairman to write to Co-op.**

 **15.2 – Revised Bus Timetable**

 The Chairman reported the revised bus timetable had now reinstated the No. 64 bus service to run hourly.

 **15.3 – Road closure in Ufford**

 Concerns were raised regarding the proposed 4-week road closure in Ufford. It was agreed the Bus

 Service needed to be contacted in order to check the bus service to and from Wickham Market would

 continue to run during this closure.

 **15.4 – Village Hall Soakaway**

 The Chairman reported the quotes for a soakaway at the Village Hall were proving to be very

 expensive. He confirmed it had been suggested that the boulder clay is probably about 20m deep and

 the cost of a borehole examination to find out positive findings would cost in the region of £6000.00.

 It was agreed this matter would need to be addressed by Village Hall New Build Committee.

 Cllr Margetts raised concerns regarding delivery drivers parking on zig zag lines on The Hill.

**16. Open Public Session**

 There were no comments from the members of the public present.

**The Chairman thanked Councillors and members of the public for their attendance and formally closed the meeting at 9.45pm**

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**The next meeting of Wickham Market Parish Council will be held on Monday 18th September 2017 at 7:30pm in Wickham Market Village Hall**

Signed:………………………………………… Dated:…………………………

**PLANNING APPENDIX**

**10.1 Applications considered since the last meeting:-**

**Planning Ref: DC/17/1452/FUL**

Address: Wickham Market Health Centre, Chapel Lane

Proposal: Widen and renew loose paving slab to east of Medical Centre building. Prepare ground and lay permeable grass grid surface to allow car parking to east of medical centre building.

The Planning Committee **Strongly Objected** to this application on the following grounds:-

* The proposal lies within Wickham Market Conservation Area. Concerns were raised regarding loss of green space and loss of trees and it was felt this application would have a severe effect on four mature trees and a large shrub.
* It was felt that mixing car movements with pedestrian access to the Resource Centre/Library and beyond was hazardous.
* Concerns were raised regarding confinement of pedestrians between cars and a building as there are few escape route options.
* Access through an already periodically busy car park is tortuous.
* No area has been left to prevent root damage to the existing trees and construction is within the root protection area.
* No tree survey had been carried out.
* The existing drain run would need particular design to make the proposal work.
* The SCDC Parking Guidance is given in a Supplementary Planning Document and refers to superseded SCC parking document dated April 2002. This document states that the roadway should be 6m in width. The supporting drawing shows access to the spaces would be the current footpath widened to 3m. This proves that access to the parking bays would be restricted and inadequate.
* The application states that a plastic grid seeded with grass will be the car park surface. Installation of this grid at the current level of path would result in the proposed car park area having to be excavated to a sufficient depth to allow for a sub-lease and the grid which is typically 50mm. This excavation would then be about 250mm deep and again would result in damage to the roots of the three existing trees.

**This application has been WITHDRAWN by the applicant.**

**Planning ref: DC/17/1646/FUL**

Address: 6 Morris Rd, Wickham Market

Proposal: Construction of a Garden room

The Planning Committee had **No Objections** to this application. This application has been **Granted** by SCDC with 3 Conditions.

**Planning ref: DC/17/1911/FUL**

Address: All Saints Church, Crown Lane, Wickham Market

Proposal: The installation of 6no. antennas located behind replacement replica GRP (Glass Reinforced Plastic) louvres, the installation of equipment cabinets positioned internally within the clock chamber, the installation of an electric meter cabinet located within the boundary fence, and ancillary development thereto.

The Planning Committee **Objected** to this application on the following grounds:-

* The Committee felt the replacement of the wooden louvres with reinforced glass replacement louvres was not appropriate for a Grade 2\* Listed Building.
* The proposal will significantly damage this Grade 2\* Listed Building and Heritage Asset and it was felt that alternative options to site this equipment within the Parish had not been explored.
* It was also felt that no definitive proof had been provided showing that the signal would be improved in the areas that most require this within the Parish.

**No decision has been made by SCDC to date.**

**Planning Ref: DC/17/2450/VOC**

Address: Land North of Coach House, High St, Wickham Market

Proposal: Variation of condition 2 – Revised layout and design of plot 3, refer to revised drawing numbers 5823/10D and 5823/12B

The Planning Committee **Strongly Objected** to this planning application on the following grounds:-

* Access for emergency vehicles and space for them to turn within the development is inadequate.
* Very serious concerns were raised regarding the proposed access onto the High St. Exiting from properties is already very dangerous onto this busy road.
* The Committee Objected to the larger layout and style for Plot 3.
* It was felt there were lack of parking facilities and due to this vehicles may then park within the proposed turning bay. I have attached a copy of the Suffolk Guidance for Parking 2015 to which SCDC are not yet working from but it was felt should be taken into consideration when Granting applications as these were formally Approved in November 2015.
* Strong concerns were raised regarding the removal of more trees along the boundary.
* A bin area has not been constructed.
* It was felt the proposed soakaways could have a detrimental effect on the trees within these areas.
* It was noted the Tree Survey had not been updated.
* Due to lack of parking facilities concerns were raised as this may cause additional parking on the High St which is already very congested.
* It was also noted the proposed living accommodation is closer to Roland Plastics and therefore the sound from this building will have more effect on the residents.

**No decision has been made by SCDC to date.**

**10.2 Update on existing applications since the last meeting:–**

**Planning Ref: DC/17/1163/TPO**

Address: 14 Churchill Crescent, Wickham Market

Proposal: These trees grow together in the rear garden within 10m of the property, adjacent the main road Snowdon Hill and are directly adjacent and over the children’s play area.
T1 the left hand of the two trees. At some stage in the past the top of this tree has failed and the tree now has a distorted upper crown. The tree is of poor form and has a lean and is weighted towards the main road. T2 the right hand of the two trees. This tree has a sparse and slightly un-balanced crown with a lean towards the main road and the neighbouring property. The trees are not particularly suited for a residential garden and there are smaller more appropriate trees including Laburnum, Prunus and Elm directly adjacent these Pines. Fell both Pine trees to benefit the adjacent trees.

The Planning Committee had **No Objections** to this application but recommended that at least two new trees were planted in order to make a more substantial contribution to the amenity of the area. This application has been **Granted** by SCDC.

**Planning Ref: DC/14/3579/VOC**

Address: Parma Industries, 123 High St

Proposal: Variation of condition No 2 - C12/0853 - Erection of 11 residential dwellings (existing buildings to be removed) (Revised scheme)

The Planning Committee were impressed with the original proposals but concerns were raised regarding the new scheme as it was felt it did not offer an attractive boundary to the development. The existing boundary is as per the retrospective planning application and is not yet acceptable. The planting in the gardens needs to be enhanced and there needs to be an attractive in keeping edging to the flower beds to prevent the contents spilling out onto the pavements. The pavements also need reinstating to match the original rather than the concrete that has been patched up and finally whatever edging detail is agreed needs to be carried out to across all four properties. **No decision has been made by SCDC.**