

**MINUTES OF THE ANNUAL MEETING HELD ON MONDAY 21<sup>st</sup> MAY 2007 AT 7.30PM IN  
THE COMMITTEE ROOM OF THE VILLAGE HALL, WICKHAM MARKET**

**PRESENT**

Mr Tucker, Mr Argent, Mrs Lewis, Mrs Breese, Miss Pizzey, Mrs Evans, Mr Roseveare, Mr Plater, Mr Manning. Three members of the public.

**1. APPOINTMENT OF CHAIRMAN**

Mr Argent welcomed returning Councillors for a further term of office, and Mr Manning as new Councillor. Nominations were invited for the election of Chairman. Mr Roseveare proposed Mr Argent, seconded by Mrs Breese, all agreed. Mr Argent was duly re-elected for a second year.

**2. APPOINTMENT OF VICE CHAIRMAN**

Mr Plater was nominated as Vice Chairman by Mr Argent, seconded by Mr Tucker. All agreed and Mr Plater duly appointed.

**3. DECLARATIONS OF ACCEPTANCE OF OFFICE**

Declarations of Acceptance of Office had been duly signed and received by the Clerk prior to the start of the meeting.

**4. CASUAL VACANCY**

Twelve vacancies had been filled during the election process, with one remaining. Mrs Pam Bell was nominated for co-option onto the Council by Miss Pizzey, seconded by Mr Manning, all agreed. Mrs Bell was welcomed, having formerly been on the Council a number of years ago. Mr Catchpole, retiring Councillor, had sent a letter of thanks to the Council for being part of the team over the past few years.

**5. ADOPTION OF MODEL CODE OF CONDUCT FOR PARISH COUNCILS 2007**

Guidance on the revised Model Code of Conduct 2007 had been circulated prior to the meeting. It was agreed to adopt this in its entirety, on the proposition of Mr Manning, seconded by Mr Tucker; all agreed. The adoption would include the non-mandatory Paragraph 12 (2) which allowed members with a pecuniary interest to speak, but not vote, on matters on the agenda with the provision that members of the public should also be allowed to speak. The offer of advertising the adoption in a local newspaper via Suffolk Coastal District Council would be taken up. Members also booked training dates for the new code of conduct.

**6. APOLOGIES FOR ABSENCE**

Mr Revett, Miss Johnson, Mr Ridd, Mrs Aitchison (County Councillor), Mr Hall (District Councillor – arrived later)

**7. DECLARATIONS OF INTEREST**

Mrs Evans declared an interest in item 12, car parking.

**8. REAFFIRMING OF STANDING ORDERS**

The reaffirming of the Standing Orders was deferred to the following meeting as new wording needs to be inserted regarding Paragraph 12 (2) of the Code of Conduct. SALC's advice is being sought.

**9. APPOINTMENT OF COMMITTEES & REPRESENTATIVES**

The committees and representatives were elected en bloc as per the list below, on the proposition of Mr Tucker and seconded by Mrs Lewis. All agreed.

Cemetery	G Plater, M Argent, J Evans, M Roseveare, M Manning
Finance	S Lewis, C Tucker, P Revett
Planning	S Lewis, J Evans, J Breese, M Roseveare, P Revett
Allotments	P Johnson (Glebe), B Catchpole (liaison for Simons Cross),
Village Hall rep	S Lewis
SALC rep	G Plater
Tree Warden	T Peake
Footpaths	T Peake
Campaign to Save Our Rural Roads	J Breese & V Pizzey to share role

**10. MINUTES OF THE LAST MEETING**

The Minutes of the last meeting held on 17<sup>th</sup> March 2007 were confirmed and signed on the proposition of Mrs Breese, seconded by Mr Tucker.

**11. MATTERS ARISING**

- 11.1 Green Light Trust – a meeting to gauge interest in developing a Community Woodland will be held in the Resource Centre on Thursday 21 June at 7.30pm. If a strong committee can be set up the Trust will assist in getting a scheme started.
- 11.2 Spring Clean week: Thanks were given to Saska & John Bieroweic for organising the village spring clean again this year.
- 11.3 Review of footway lighting – a number of towns had indicated their opposition to the suggestion of switching lights off at midnight; Wickham Market's response had been the same. No formal response had been received as yet, although news reports indicate that the larger towns have been successful with this.

**12. CAR PARKING**

Attendance at the Annual Parish Meeting had been high, due to the presentation given by Councillor Andy Smith. It was clear that there was a lot of local opposition to the introduction of charges. Traders were about to place posters in their premises inviting people to write to SCDC. After discussion of the costings that had been produced by SCDC, some of which were several years out of date, and some of which were vague, it was agreed to set up a working party to take investigations further. Mr Archer, resident, had also contributed a very helpful letter which would be considered, in which he highlighted that further public consultation would have to be carried out when the matter went to the Car Park Order stage. Mr Plater would organise a meeting, together with Mrs Bell and Mr Roseveare. Mr Archer would be invited to contribute later. Consideration would be given regarding actual potential

costs, what would be involved in taking over the asset locally and the effect on local businesses.

Mr Manning requested that a larger disabled parking sign be placed on the space on the short stay car park on The Hill. This appeared to attract the most Excess Charge Notices for mis-use.

**13. LICENCE TO SELL ALCOHOL OFF THE PREMISES: MARTIN McCOLL**

Martin's newsagents had been granted a licence to sell alcohol for consumption off the premises, but were now appealing against the restriction in hours on Sundays (10 – 4). No statutory authorities had objected, but the Parish Council had taken the stance of objecting totally to any licence being issued. The appeal will now go to the Magistrates court if objections continue to be raised, although the SCDC barrister has indicated that the objection could be unsustainable due to licensing laws now allowing premises to potentially sell for 24 hours a day.

Much discussion centred around the option of reporting incidents of purchasing for under-age persons and logging activities in general - if complaints are sustained a review can be sought. However, the Co-op is limited to 10 – 4 on Sundays at the moment, and in this residential area it is the only period of respite for residents.

As the Parish Council objected completely to a licence being granted at the first hearing it was agreed that it should continue to do so with this appeal. Mr Argent would be willing to represent the Council again. However, he would seek confirmation that there would be no fees against the Parish Council if the applicants were successful in overturning the condition of restricted Sunday hours.

In conjunction with this the application for a ban on the consumption of alcohol in the area of The Hill had been resurrected with SCDC and this will be considered in the near future.

**14. OPEN SESSION**

Mr Hall and Mrs Aitchison had presented written reports on current District and County matters.

**15. POLICE MATTERS**

Pc Dan Wheddon was in attendance, and reported that the new Safer Neighbourhood Teams had been well received, with some positive feedback from residents. He had spent a lot of time on The Hill, where he noted that parking was horrendous, and had also spoken to some youngsters' parents who had responded well. He had tipped some alcohol away in some cases. Nine crimes had been reported between 23 April and 21 May, with 1 detected. These included driving under the influence of alcohol, arson, criminal damage, theft and burglary. Pc Wheddon had now completed his speed enforcement training and would monitor this in the village. Free cycle coding will take place on Saturday 16 June on The Hill. The team is definitely interested in the possibility of police surgeries at the Resource Centre on Tuesday mornings.

*At this juncture Mr Hall joined the meeting, and the Chairman took the opportunity to congratulate him on being re-elected as District Councillor. He also thanked Miss Pizzey for standing as Labour Councillor as it was good to have a full range of candidates in the District Council elections.*

## **16. WICKHAM MARKET PARTNERSHIP**

The Resource Centre continues to offer regular bookings, currently hosting retinal screening clinics. Annual memberships are being renewed this month. A number of local businesses attended a lunchtime workshop on fire regulations and plans are in hand for Trading Standards to give a talk on consumer law. An application has been made to the Big Lottery's Peoples Millions for a grant to build three tennis courts on the Simons Cross field. News items are welcome for inclusion on the website.

## **17. SPORT & LEISURE REPORT**

- 17.1 Youth Football Club: an extension for the Awards for All grant, which the Parish Council applied for and still holds, has been applied for as the Biffa application has still to be logged for final consideration. Together with the Locality Grant £6,000 is still being held for this project.
- 17.2 Tennis Courts: the exact siting on the Simons Cross field is still being considered, after submitting the Peoples Millions grant. Although an extension for the lease will not be necessary for this funding this may be appropriate to request in the future. The project should come under permitted development rights that the Parish Council has as a local authority. The courts would be likely to be made of porous tarmac, and a sinking fund of around £2,000 per year would be advisable for future repairs. Equipment for developing a club is also part of the bid.
- 17.3 Golf practice: concern has been expressed by a resident after stray golf balls have damaged greenhouses and almost hit people near the field. Councillors agreed that this was unsatisfactory. Signs indicating that this wasn't allowed, that individuals would be liable for any damage or injury, and guiding them to the pay and play course at Glevering would be erected. Advice will be sought from SCC for suitable wording.

## **18. PLANNING REPORT**

### **18.1 Plans dealt with since last meeting**

- a) Valley Farm Barns – conversion of barn to one dwelling & cartlodge/hayloft to one holiday unit & one business unit (approval recommended)
- b) Rear of 4 – 6 Broad Road – erection of chalet bungalow with garden & access from Little Lane (approval recommended on third submission)
- c) Orchard House, 12 High Street – erection of single storey side extension (existing boiler room to be demolished) (approval recommended)
- d) 33 Broad Road – erection of conservatory to the rear (approval recommended)

### **18.2 Decisions received since last meeting**

- a) Mountains Cottage, Dallinghoo Road – erection of 2 storey extension (replacing existing) – refused.
- b) Valley Farmhouse, Valley Road – internal & external alterations including new staircase, new doors & windows – listed building consent granted.
- c) 29 Broad Road – erection of new garage & sunroom extensions – approved.
- d) 108 High Street – retention of lean to greenhouse – approved.
- e) Garage site – resubmission for housing - refused (based on lack of suitable marketing for employment use and wrong proportion of affordable housing)

- 18.3 New plans had been received in respect of the Parham Wind Farm, indicating that longer blades for the turbines were now being sought. Mr Roseveare will consider the plans.
- 18.4 The final plans for the affordable housing at Deben Court had been submitted to Planning. These had already been accepted at an earlier meeting after the Council had been kept advised of developments and were therefore approved. Extracts of the layout and design would be displayed in the Resource Centre for residents to see easily.

**19. ALLOTMENT REPORT**

Mr Catchpole had sent a report, indicating that there were still problems with footballs getting into the allotment site, as well as golf balls. The leaking taps had been repaired at a cost of £6.99 to Mr Catchpole. It was also agreed that he should purchase some weedkiller to spray the docks and nettles. Judging for the allotment competition will take place on the morning of 25 June.

**20. CEMETERY REPORT**

- 20.1 Repairs to the end of the tarmac driveway will take place shortly, after a local person offered to fill in the potholes with hoggin.

**21. HIGHWAYS MATTERS**

- 21.1 Surface dressing to east side of The Hill: this had now been agreed with Suffolk Coastal District Council, with 50% of the cost plus traffic management fees being borne by them, and a cost of £2,895.31 to the Parish Council. Suffolk County Council will arrange the work.
- 21.2 The Campaign to Save Our Rural Roads is now stepping up a gear, with much more media coverage and a new chairman and secretary. Coddenham was still having to fight very hard to sort out its HGV problems, whilst the expansion of Gressingham Duck to Mendlesham would mean more lorry traffic to Debach. Satellite navigation was also proving a problem with many foreign drivers using it. It was felt that the County Council officer was not listening to rural problems.
- 21.3 It was agreed to pursue the herringbone parking for the layby on the north side of The Hill, despite the issue of a new traffic order and reverse parking that had been indicated.
- 21.4 Valley Farm Riding School had requested the moving of two horse-warning signs from the B1078 to the lane leading to the stables (at either end). It was felt prudent to relocate the signs given the recent planning application for a new dwelling, a business unit and a holiday let at Valley Farm itself.
- 21.5 Councillors were asked to report any highways defects to the Clerk so that a list of problems could be dealt with at the same time.

**22. S.A.L.C REPORT**

Mr Plater had attended the last area meeting at which concern was voiced at the vacancies that remained on Parish Councils after the election, which may cause some Councils to have to reduce their numbers. A talk on fire safety had been heard

in relation to the forthcoming ban on smoking in public places. Concern was also voiced about the rubbish left behind after unauthorised musical events.

**23. FINANCIAL & LEGAL**

- 23.1 The Bimonthly accounts were accepted, with the addition of £37 for mole control (G Humphrey) and £50 (2<sup>nd</sup> instalment) for the Good Neighbour Scheme, on the proposition of Mr Roseveare, seconded by Mr Tucker. All agreed.
- 23.2 The audit date has been set at 6<sup>th</sup> July. Mrs Heelis will again conduct the internal audit. An additional requirement this year is for a review of internal auditing procedures, which the Finance Committee will carry out during the year. The annual accounts for 2006/2007 were accepted on the proposition of Mrs Lewis, seconded by Miss Pizzey. All agreed.

**24. CORRESPONDENCE**

- 24.1 Unitary status for Ipswich: Suffolk County Council was asking for support regarding the potential loss of services to the rest of rural Suffolk if Ipswich gained unitary status. Ipswich would certainly benefit but the rest of Suffolk could lose out on vital services. Mr Tucker would consider this issue.
- 24.2 Seat for Broad Road: a resident had requested a seat to be placed near the bungalows on Broad Road (5- 19) as many people found it difficult to manage the full walk up to the square. Enquiries were ongoing with Suffolk Heritage Housing Association as to whether this would be possible, and full support was given by Councillors for this suggestion.
- 24.3 Regional Gypsy & Traveller Public Engagement event – 29<sup>th</sup> May. No-one was able to attend.

**25. ANY OTHER BUSINESS**

- 25.1 Day Care Provision: the County Council is due to cease providing day care for the elderly at Lehmann House later this year, and the current carers are hoping to continue the service in a private capacity. A request for suitable premises had been placed in the Parish Magazine by the Clerk, and other assistance would be very much welcomed to support the carers in their bid to operate in a private capacity.

**DATE OF NEXT MEETING:** Monday 16<sup>th</sup> July 2007 at 7.30pm

**CLOSE OF MEETING:** 10.01pm.

Signed ..... Date .....