

Great & little Whelnetham Parish Council

Minutes of Parish Council meeting held Monday 11 March 2024 at 7.30pm at Great Whelnetham Community Centre

Present	Councillors Peter Royce, PR, Tim Webber, TW, Sally Henderson, SH, Andy King, AK, Charles James, CJ, Paul Wallace, PW, and Bill Atkins, BA, Clerk Elaine Gorman, EG 1 member of the public
1. Opening meeting	The Chair, PR, opened the meeting and thanked everyone for attending.
2. Apologies	a) Apologies for absence were received from Cllr John Hepworth, JH, and CCllr Karen Soons. b) Proposed by TW, seconded by SH, the absence of Cllr JH was approved.
3. Declarations of pecuniary and non-pecuniary interests	None declared
4. Minutes	Proposed by TW and seconded by BA the minutes of the meeting held 15 January 2024 were unanimously approved.
5. Public Forum	There was one member of the public present. The Chairman's report had been circulated prior to the meeting. PR noted the felling of the trees along Water Lane and that WSC planning section had been informed. The enforcement officer had replied to say that the matter was still being investigated and he would update the council when he had more details. The Clerk's report had been circulated prior to the meeting. There were no questions from the public.
6. Statutory Business	Council reviewed and unanimously approved the following policies, a – g): Data Protection Policy, Subject Access Request Policy, Subject Access Procedure, Document and Electronic Data Retention Policy, Privacy Policy, Lone Worker Policy, and the Filming Policy. h) Council reviewed and unanimously approved the statutory legal power identified in LGA 1972, s137 for 2024/25. The Department for Levelling Up, Housing and Communities advised that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 for parish and town councils in England for 2024-25 is £10.81x 1064 (per head of population), which equates to £11,501.84 for this parish. i) Council reviewed and unanimously approved the Website Accessibility Statement. j) Council received and approved the Standing Orders and Financial Regulations with the new procurement update. k) Council received, approved, and adopted the Noticeboard Policy 2024. l) Council agreed to put back the review of the Risk Management Strategy to the May meeting. m) Council approved the dates of the Parish Council meetings for 2024-25.

<p>7. Planning Applications decided upon by PC since last meeting</p>	<ul style="list-style-type: none"> <li>- <b>DC/23/2044/HH</b>, H/Hldr planning application – a. front porch following relocation of front door b. infill of garage to form new window c. first floor side extension d. single storey rear extension (following demolition of existing conservatory) d. addition of render to existing front, side, and rear ground floor elevations e. changes to windows and doors. Location 16 Grove Cott, Stanningfield Rd, Gt W’ham, IP30 0UB, supported.</li> <li>- <b>DC/23/2039/FUL</b>, Planning application – demolition of damaged wall and reconstruction of wall to boundary. Location Eagle House, Unit GF2 Communal Areas and Car Park, Sudbury Rd, Gt W’ham, IP30 0UN, supported.</li> <li>- <b>DC/24/0041/FUL</b>, Planning Application – installation of a wastewater sewage treatment plant with the following dimensions; 1.9m x 3.2m to be installed at a depth of 2.2m. Location Land on North Side of Water Lane, Lt W’ham, IP30 0DS, objection.</li> <li>- <b>DC/24/0198/TCA</b>, Trees in a conservation area, Railway Walk, Lt W’ham Rd, supported.</li> <li>- <b>DC/24/0172/HH</b>, H/hldr planning application, first floor extension. Location, Riverside, Bury Rd, Sicklesmere, IP30 0TH, supported.</li> <li>- <b>DC/24/0252/TCA</b>, Trees in a conservation area notification – one willow (T1 on plan), crown lift to six metres above ground level, reduce highest leader by six metres. Location, Lodge Barn, Bur Rd, Sicklesmere, IP30 OBS, objection.</li> </ul>																																			
<p>8. Finance</p>	<p>a) Council received and noted the payments and receipts since last meeting and approved the bank reconciliation. Balance of current account is £18,298.92 less cheques of £352.43 to be approved and issued. Proposed by PR and seconded by TW.</p> <p>b) Bi-monthly statement received and approved. The following payments were approved:</p> <table border="1" data-bbox="663 1442 1386 1738"> <thead> <tr> <th>Detail</th> <th>Chq No</th> <th>Net (of VAT)</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Headway</td> <td>914</td> <td></td> <td></td> <td>100.00</td> </tr> <tr> <td>SARS</td> <td>915</td> <td></td> <td></td> <td>100.00</td> </tr> <tr> <td>P. Royce</td> <td>916</td> <td></td> <td></td> <td>12.75</td> </tr> <tr> <td>E. Gorman, Exps</td> <td>917</td> <td></td> <td></td> <td>139.68</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td><b>Total</b></td> <td></td> <td></td> <td></td> <td><b>352.43</b></td> </tr> </tbody> </table> <p>c) Council unanimously approved to move to online banking. Clerk to arrange.</p> <p>d) Council noted that Councillor John Hepworth is fourth cheque signatory on Lloyds bank account.</p>	Detail	Chq No	Net (of VAT)	VAT	Total	Headway	914			100.00	SARS	915			100.00	P. Royce	916			12.75	E. Gorman, Exps	917			139.68						<b>Total</b>				<b>352.43</b>
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<p>9. Council to consider</p>	<p>a) Council received response from Community Centre Chairman stating location of picnic tables and date to be arranged for when weather is drier for concrete to be laid.</p>																																			

	<ul style="list-style-type: none"> <li>b) Council received and considered details of 3 quote costs for fencing. Owing to high cost of replacing the play area fencing Council agreed to look at again in May meeting once details known about cost of works on the Railway Walk and confirmation of precept for 2024-25.</li> <li>c) Clerk to contact Sam Webber to obtain quote for bins to be installed.</li> </ul>
10. Update reports for information only	<ul style="list-style-type: none"> <li>a) PR provided details of his enquiries re additional street lighting between the Community Centre and primary school.</li> <li>b) Potholes re time taken to get repairs done and the adequacy of the reporting tool on the SCC website.</li> <li>c) Railway Walk, quotes are being obtained for the tree work.</li> <li>d) Flooding – see PR’s report</li> <li>e) Speeding – see PR’s report</li> <li>f) SCC devolution – see PR’s report</li> </ul>
11. Matters for consideration at next meeting	Railway Walk
12. Close of meeting	The meeting closed at 9.15pm
13. Future meetings	Date of next meeting, Monday 13 May 2024

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