

Swilland and Winesham grouped Parish Council  
Clerk: Mrs.Libby Cotton, The Old Vicarage, Swilland, IP6 9LP  
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Minutes of Parish Council meeting held on Wednesday 16<sup>th</sup> January 2008 at  
Winesham Village Hall.

Present: Mr.Lightfoot, Mr.Cotton, Mr.Hindle, Mr.Rush, Mrs.Reynolds, Mrs.Shaw, Mr.Tyrrell, Mr.Coe, Mr.Noble, Mr.Nicol. Mr.Lea joined the meeting later.  
Also present Mr.Farrow, Mr and Mrs Barker, Mrs Lines from the public, Melanie Stephan and Isobel Wright from Hastoe Housing Association.

1. Apologies received from Mr.Butler and Mrs.Camp.
2. Minutes of the previous meeting were approved unanimously.
3. Declarations of interest: Mr.Cotton in respect of the clerk's salary and his broadband payment.
4. Affordable Housing.

Mr.Lightfoot welcomed Melanie Stephan and Isobel Wright from Hastoe. Melanie reported that the proposed plans for the development in Swilland had been passed by SCDC. Hastoe have made a bid for funding (Sept.07) and now await confirmation of this. She is currently tidying up completion of the land acquisition and getting a build contract into place. Mr.Lightfoot said there will be an 'open day' for prospective buyers to come and look at the plans. The 'need' survey was updated in 2006, however, applicants will have to formally register with Hastoe and SCDC Housing Department. Melanie confirmed that it was hoped to start on site in late summer, assuming that the funding comes through on the first bid. If it does not, then Hastoe will re-apply at the next available funding time. She stressed that all applicants will be carefully checked to ensure that they are properly eligible for this affordable housing. The definition of 'local' is as follows: the applicant must have lived in the village for 3 of the last 5 years, or 5 of the last 10. They must either live, or work, or have immediate family living in the villages. Mr.Hindle asked how the vacancies were advertised? Melanie suggested a leaflet drop to every house in the villages announcing the open day, say, with three weeks notice, (Hastoe will produce the leaflet). Members of the parish council are happy to help with the delivery of these leaflets. Advertisements can also be put in the newsletter, local magazines and on the web-site. In reply to a question on a future need for more affordable housing the parish could of course approach Hastoe again but that the process would have to start from scratch. Mr.Noble asked whether any new legislation was coming up to help ease the passage of further applications? Melanie said there is now considerable pressure on Local Authorities to endorse more 'exception' policy sites than previously which would help.

There was some discussion about possible future problems of anti-social tenants and how they could be dealt with. Melanie said there are now legal measures in place to deal with anti-social tenants but it is hoped that with careful vetting these problems will not arise.

Mr.Hindle felt the Parish Council should be aware of the future needs of the parish. Mr.Lightfoot thanked Melanie and Isobel for all their efforts on our behalf and for coming to the meeting to give their report.

5. County Councillor's report: Mr.Bellfield's report details sent separately to Councillors – attached to minutes.
6. Police Report: sent to councillors prior to meeting – copy attached  
Mr.Hindle raised the question of the bicycle provided by the parish council for PC Nice : Mr.Rush thinks it may be with the mobile police unit. Mr.Lea reported that there may be problems with the Police Direct Scheme which was mentioned at the last parish council meeting.
7. Finance:

The following payments were approved: Clerk's salary  
£345.25

Broadband payment D Cotton **May-Dec.** £191.92

To approve retrospectively:

Phil Keys	notice board	£230.00
WVHMC	Hall Hire 07	£ 70.00
WVHMC	Youth Group Hire x 6	£ 60.00
Lubbock Fine	Audit '07	£158.63
SCDC	Election expenses	£147.35
REJB & Co:	Playground equipment repairs	£212.68
W.Archer	Oct-Dec. Bus shelter cleaning.	£ 50.00
Petty Cash		£ 50.00
Witnesham Baptist Chapel – Planning co: 07		£ 75.00

Requests for grants for churchyard maintenance were also agreed for the following:

St.Mary's Witnesham (the Meadows Bequest) £385.00

**St.Mary's Swilland** £192.00

Finance Committee report: Mr.Cotton said that the Budget was discussed at the recent Finance committee meeting and it was expected that expenditure and Income for 2008/9 was likely to be similar to the last year and that the precept would be set at £10,000 again.

Reserve: it was agreed that £5,000 per annum should be set aside in a separate account specifically to cover maintenance, replacement and provision of current and future facilities for which we are responsible.

Income: Licence from the Moon and Mushroom for the use of the car park. This is currently £1,000 p.a. and it was recommended that it should remain at this figure for 2008 but be raised to £1250 for '09. The **clerk** would write to Nicky Gavin to let her know this decision.

Risk Management: new audit regulations require us to look at the Parish Council's risk management policy. Mr.Cotton said he had received guidance and forms from SCC and that he now needs details from various people he has approached.

Clerk's salary: annual: this was discussed in closed session. The clerk's salary was set at £8.916 per hour.

8. SORR: Mr.Noble wished to record acknowledgement of the excellent job done by Tony Fry and the SORR committee particularly with regard to the Debach Enterprises issue. Following the spate of accidents on Rose Hill the Highway department are going to put up two sets of chevrons on the bend by Marble Hall on

Rose Hill.. Re excessive speeds: Mr.Lightfoot reminded the council of the recent initiative raised by the police of mobile speed guns to be manned by volunteers from the parishes. A member of the public present at the meeting was very concerned at the level of disregard for the 30 mph limit in Swilland, having had several cats run over in the past few months. **Mr.Noble** will contact the Highway department to see what, if anything, can be done. Mr.Tyrrell raised the issue of the recent fatal accident on the B1077 near Berghersh House: Mr.Rush said that the police report is still privy information until the coroner's report has come out. Concern was expressed that the gritting lorries had not been out that morning despite the severe frost.

9. Footpaths: Mr.Hindle reported there had been a lot of walkers on Boxing Day. He observed that a number of stiles on the footpaths were difficult for dogs to get over and some appeared not to be necessary. He would follow this up.
10. Trees: Mrs.Reynolds had not managed to get in touch with Ann Westover but would pursue it., and also send a copy of her correspondence to our District Councillor, Kate Waddell.
11. Youth Group: Mr.Lea said that years 6-8 were meeting weekly again. The Baptist Chapel in Witnesham have agreed to holding a drop-in centre there for the older children once a month. Arrangements need to be finalised but it is hoped to start the meetings in March. Mr.Lea asked whether it might be possible for the youth group to use the football pitches when it gets lighter in the evenings. Mr.Coe thought this would be fine.
12. PFMC: nothing to report, there is a meeting on Monday 28<sup>th</sup> January.
13. VHMC: meeting to be held next week – there has been discussion about replacing Some of the plastic roofing over the porch outside the hall.
14. Website: in the absence of Mr.Laughlin the council could not be brought up to date with progress. It was agreed that the clerk would contact Mr.Laughlin to find out if he felt it necessary to find some volunteers to help. It was also suggested that Mr.Laughlin could do a presentation on the website at the Annual Parish Meeting in April.
15. SALC: nothing to report. The **clerk** would circulate various training dates.
16. Correspondence: Ipswich Release Project - Mr.Lightfoot and Mr Rush had met with Adrian Cross and Jonathan Barnes at White House Farm to discuss the proposed residential centre for women recovering from drug related problems. There would be approximately six residents. As a next step the charity has been asked to do a presentation to the next Parish Council meeting on 19<sup>th</sup> March.
17. Questions:

Mr.Hindle raised his disquiet at there being no Planning item on the Agenda for this meeting. Mr.Lightfoot explained that he is trying to keep the meetings to a maximum running time of two hours, and that since councillors receive notification of planning Issues / decisions via the minutes of all meetings, as there was nothing new to report, and as there are some “weighty” agenda items at present, he had felt it was an unnecessary item this time. Mr.Hindle was unhappy about this having received three comments recently from parishioners who are worried about the number of in-fill developments that have occurred recently in the village. He is keen to know where we stand on the scale of in-fill within the parish. He asked the next planning meeting to consider this question and report back to the next PC meeting.

We have received a letter from Suffolk Acre/ Ipswich Dial-a Ride asking if it is a service we might be able to use in the village and also asking for volunteers to run the facility. The **clerk** would put a note about this in the next newsletter.

The next meeting is on Wednesday 19<sup>th</sup> March at 7.30.

The Annual Parish Meeting will be held on Wednesday 16<sup>th</sup> April at 7.30.

The Parish Council AGM will be held on Wednesday 7<sup>th</sup> May at 7.30 **NB This is a change of date.**