WENHASTON WITH MELLS HAMLET PARISH COUNCIL

Clerk Richard Day richard@daymilldown.fsnet.co.uk

Minutes of the meeting held in the Village Hall on Wednesday 21st March 2018.

Present; Cllr. D. Corbett (Chair), Cllr. L. Spindler (Deputy Chair), Cllr. H. Phillips, Cllr. A Musk Cllr. A. Edwards, Cllr. A Alder, Cllr. D Stammers, Cllr. K Canham, Cllr. N Amery, Cllr. D Cox, County Cllr. Smith, Richard Day, Clerk to Council and four Parishioners.

1. **Chair welcomed all to meeting. Apologies were received and accepted on behalf of Cllr. Catchpole and Cllr. Gairn.**
2. **There were no declarations of interest.**
3. **There were no request for dispensation to vote.**
4. **The minutes to the meeting held on 21/02/2018 were proposed for acceptance by Cllr. Musk and seconded by Cllr. Stammers. This was unanimously approved.**
5. **Clerk Report March,**

   Data Protection (GDPR) and Post Office lease updates are included within agenda.

   Sports area funding now confirmed, orders placed and confirmation provided that Parish Council will meet the terms of the offer of funds from SCDC. A copy is being circulated for information .
   I have been advised by VHMC that they have contracted with Waterfields to re surface the Village Hall car park. w/c 13/8/18.
6. **Matters arising from minutes NONE.**
7. **A copy report is available from clerk upon request.**
8. **No report available.**
9. **Matters carried forward from meeting of 21/02/18**
   - **(i) Safer neighbourhood Forum – No progress – Cllr. Alder to follow up and advise as appropriate.**
   - **(ii) Quotation provided for generator – Cllr. Cox has quotation and will investigate costs of suitable storage/housing which will be essential – C/fwd to next meeting.**
   - **(iii) Clerk outlined initial requirements and Action Plan commenced for compliance pending further clarification of requirements for GDPR. Cllr. Corbett proposed utilising the services of DPO centre**

to meet obligations Cllr. Stammers seconded. All voted in favour as outlined in the advice note of 19/03/18. Clerk to manage action Plan pending appointment of Data Protection manager.

10. Cllr. Canham proposed Cllr. Alder as Parish Council representative on Village Hall Management Committee - This was seconded by Cllr. Corbett and all voted in agreement.
11. Members noted the updated information provided by Clerk regarding renewal of Post Office lease which is now being arranged via solicitors.
12. None.
13. Planning matters – DC/18/1009/FUL – Erection of single 3 bedroom bungalow on land adjacent to Glenholme, Blackheath Road, Wenhaston. – No objection, outside village envelope but infill development. All voted in agreement.

    DC/18/0991/PN3 – Proposed conversion of farm building to single dwelling house, St Margarets Farm, Holton Road, Wenhaston – No objection subject to satisfactory environmental report. All voted in agreement.

    DC/18/1010/FUL – Timber cladding to be added to existing brick work on The Nook, Narrow Way, Wenhaston. – No objections. All voted in agreement.

14. Members noted that at the recent meeting with SCDC Planning Officers the Neighbourhood Planning Team had been complemented on the quality of their work in terms of content and production. Referendum within the village is now imminent and Councillors expressed gratitude for the work undertaken by the volunteers in compiling the plan.
15. Correspondence read at meeting.

    Email regarding possible PC involvement with memorial for World Wars theme as recognition for those local persons killed. ACTION. CLLR ALDER TO OBTAIN FURTHER DETAIL AND REPORT BACK AT APRIL MEETING.

    Request for PC response to proposed sign on Blackheath . Details already circulated as provided by Suffolk Wildlife Trust. ACTION AGREED SUBJECT TO REQUEST FOR CHANGE Re DOGS ON LEADS TO DOGS UNDER SUPERVISION.

    Request for donation from Disability Advice Service Suffolk. ACTION. Proposed by Cllr Corbett that Parish Council donates £54.00, seconded by Cllr.Spindler. Unanimously agreed.

16. Correspondence circulated post meeting.

(i) GDPR Toolkit for Local Councils. Awareness Training

(ii) ESTA Spring Bulletin

(iii) Suffolk Walking Festival.

(iv) Clerks and Councils Direct. March issue.

17. RFO Report.

Cheques for authorisation this month total £1575.25 Balances of accounts prior to issue of cheques are C/a £16,267.22 Reserves £18,099.89 Total £34,367.11.

Internal audit has been arranged for 20/4/18 and year end accounts will be prepared for the April meeting. PROPOSED FOR ACCEPTANCE BY CLLR PHILLIPS, SECONDED BY CLLR EDWARDS. ALL VOTED IN FAVOUR.

18. Meeting closed at 8.40. Next meeting 18th April 2018 to be preceeded by Annual Parish Meeting.