

## OFFTON AND WILLISHAM PARISH COUNCIL

Minutes of the Parish Council meeting held on 7th November 2011  
at 7.30 pm in Offton and Willisham Village hall.

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Present	Cllr M Bolton(Chairman)	Cllr A Rumsey
	Cllr D Cattermole	Cllr A Cox
	Cllr N Coleman	Cllr I Gilson
	Cllr K Earl	Cllr C Pinson Roxburgh
	P Sands clerk	

District Councillor S Wright and County Councillor J Truelove attended

### Apologies for absence

Cllrs Tingley and Seddon Apologies accepted

### Declarations of Interest, with respect to items on the agenda

None were made

### Public Participation Session with respect to items on the agenda.

None presented

### Minutes of the previous meeting.

The minutes of the meeting had been circulated, were agreed and signed by the Chairman

### Matters arising from the minutes

None

### Correspondence

Electoral Registers 2011/12. Forms completed by Councillors  
MSDC Polling stations No changes for the parishes  
MSDC Details of senior appointments made and proposed.  
Boundary Commission For proposed changes visit the following website :-  
[www.independent.gov.uk/boundarycommissionforengland](http://www.independent.gov.uk/boundarycommissionforengland)  
SCC Salt bins Locations confirmed  
Queen's Diamond Jubilee Councillor Pinson Roxburgh will discuss the possibility of a joint Beacon celebration with the VHMC.  
NALC Data Protection responsibilities. Details given to Councillors

clerk

CPR

### Planning

2491/11 Upton Cottage Offton Granted by MSDC  
2662/11 Mount Pleasant farm Offton. Granted by MSDC  
2863/11 Maltings house Offton Refused by MSDC. Applicant's appeal in process.  
2900/11 6B Castle lane Offton Granted by MSDC  
Willisham Hall Barns. A reported contravention of Permission 1092/11 is to be referred to the site owner.

clerk

Babergh/MSDC Core Strategy developments Noted  
Neighbourhood Planning consultation Councillors are asked to respond to Cllr.  
Bolton by end November who will then formulate the Council's reply.

Cllrs  
MB

#### Footpaths.

Offton path 19 Finger board has been repaired

Offton path 41 The delay in resolving the diversion proposals was regretted

clerk

Offton path 11 SCC is to be asked to finalise the reinstatement of the true path and gate location local to Tollemache Hall and waymark the entire route. This matter has been unresolved since 2002

clerk

#### Parish Property

Offton salt bin The bin at Cllr Earl's home will be taken to replace the broken one in St Marys Close.

KE/CPR

Offton Notice Board. SCC have agreed to the resiting of the board in Castle road. Mr K Southall and the old hall developer are involved and the board will be refurbished before repositioning

Offton phone box. Cllr Pinson Roxburgh agreed to undertake the next clean.

CPR

Wallow lane bus shelter. The Council will accept ownership and responsibility for the shelter if transferred from Nedging Parish Council without cost .

clerk

#### Highways

Cllr Pinson Roxburgh strongly claimed that insufficient attention was being given by the bodies responsible to maintaining verges, hedges and trees through the village. The Health and Safety Executive is to be approached regarding the length between the telephone exchange and Middlewood Cottages stressing the safety issue

clerk

Derrick Hill Willisham. SCC will undertake curbing at Mr J Minns's home

Goat Cottage Offton. SCC have been asked to repair the collapsed curb which is allowing road water to enter the garden.

#### Village Hall

Cllr. Pinson Roxburgh will speak to Cllr. Tingley regarding his role as the proposed representative for Willisham on the Hall committee.

CPR

Concerns regarding light pollution emanating from the hall will be referred to the committee

CPR

#### Parish website

The E mail problem has been corrected

#### Representative's reports

Cllr Truelove's spoke of her written report circulated to Councillors noting the appointment of the new Chief Executive. She predicted the retention of branch and mobile library services and promoted the electric blanket testing scheme.

clerk

Cllr Wright reported to Council on the operator's satisfaction with the Bramford recycling site arrangements. The proposed wind turbine farm offshore will input power through Bramford and will require extensive new building works, detrimental to the local environment. He complimented the Council as one of the only eleven who replied to MSDC's Budget Challenge consultation.

### Community

Parish Plan. Cllr Coleman reported on the pleasing 70% response to the Plan questionnaire, deemed "Good" by ACRE, and thanked Councillors for their distribution and collecting work. The papers were now with ACRE for analysis probably costing £800/900, following which a report would be prepared for distribution to parishioners.

clerk

Cllr Bolton, having received the clerk's letter giving notice of his intended retirement at the year end, sought suggestions from Councillors for a person, preferably living locally, to be appointed, and would place a complementary notice in the LINK

MB

### Finance

Balances. Cheque £5492.27, Community £4270.78, Deposit £719.64, Petty cash £9.36

Authorisation of cheques. VHMC £500 AC/DC, Suffolk Accident Rescue £50 KE/AR, LINK £25 CPR/AC, J Crickmore £400 IG/NC, Citizens Advice Bureau £100 AR/KE, Suffolk Preservation Society £25 CPR/IG, BDO llp £162 NC/KE.

clerk

Audit 2010/11. BDO have signed off the return. Councillors approved and accepted BDO's report and the clerk's response to the minor issues raised. Completion of Audit notices had been placed on notice boards.

clerk

Insurance. Because of the compulsory minimum excess claim clause of £250, resulting in an unlikely claims scenario, it was agreed that the Council's property insurance would not be renewed, The last claim was in 1972

clerk

### Date for next meeting

January 8<sup>th</sup> 2012

This meeting will determine the precept for 2012/13