

**MINUTES OF THE PARISH COUNCIL MEETING OF WICKHAM ST PAULS PARISH COUNCIL
HELD ON TUESDAY 25th July 2023, AT 7.17pm**

In the Chair: Cllr. M. Cooper
Present Cllrs. Cllr. C. Groom, Cllr. P. Snazell
Clerk: Mrs D. Jacob

Also, present four members of the public

23/083 Welcome and Apologies for Absence.

The Chairman welcomed everyone, apologies for absence received and accepted from Cllr. Barlow (due to family commitments) County Cllr. Schwier and District Cllr. Holland (due to work commitments).

23/084 Declaration of Interests.

None.

23/085 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.

A member of the public attended the meeting to report on the condition of Old Road, increase of traffic, signs covered over with vegetation and damage to verges by large vehicles. Cllr. Snazell responded that the Parish Council have been in touch with Highways and that we have received the following reply dated 30 June 2023 via e-mail update.

There is no evidence that unnecessary HGV vehicles are using this route as a through route on a regular basis, those properties located along Old Road, require deliveries/refuge collection/removal lorries etc, if this sign goes up it would mean that all vehicles have to travel into the village to turn into Old Road, why do all these HGV's have to drive through the village and increase HGV movements in the village when it is not necessary.

The HGV's that are using it, just may have a reason, Wickham St Pauls leads nowhere, so it is not being used as a cut through.

Most of the roads leading into WSP are used by horses/walkers/cyclists and those travelling into/out of WSP have to accept that they may not be able to overtake/manoeuvre.

It is not expected that any HGV usage of the road is regular or problematic enough to warrant installing the signage, and with it not being used as a cut through either – no further action is required.

Cllr. Snazell responded and confirmed to the member of the public that Essex County Council Highways have no funding available and that he will be attending the next LHP (Local Highway Panel) meeting.

23/086 District and County Councillors to address the members if present.

Not present, regular updates and report received.

23/087 Minutes.

Item 1. To confirm the minutes of the Annual Parish Meeting held on 23rd May 2023 were approved as a true and accurate record and signed by the Chairman.

Proposed by Cllr. Snazell, seconded by Cllr. Groom, all in favour, resolution passed.

Item 2. To confirm the minutes of the Parish Council meeting held on 23rd May 2023 were approved as a true and accurate record and signed by the Chairman.

Proposed by Cllr. Snazell, seconded by Cllr. Groom, all in favour, resolution passed.

23/088 Planning Matters.

No new applications.

23/089 Matters Arising – Updates

There were a number of long-term items beyond our control and decisions that have not progressed and these are only being discussed at the meeting where there is a development.

Item 1. Previous minute Number 21/085 30mph zone extension Park Road – no further action by Highways. However, Parish Council to continue to pursue this item, next update by Cllr Snazell.

Item 2. Previous minute Number 21/085 'Beware of Horses' signs – no further action by Highways. However, Parish Council to continue to pursue this item, next update by Cllr Snazell.

Item 3. Old Road – 'Unsuitable for Heavy Vehicles' sign, submitted 25 Aug. 2021 – no further action by Highways, see item 23/085 above. However, Parish Council to continue to pursue this item, next update by Cllr Snazell.

Signed (Chairman).....

26th September 2023

Item 4. Previous minute number 21/039 Verges. To discuss erosion to verges on Old Road – no further action by Highways, see item 23/085 above. However, Parish Council to continue to pursue this item, next update by Cllr Snazell.

Item 5. Previous minute number 21/117 Manhole covers – ongoing.

Item 6. Previous minute number 22/079 The circular bench under the oak tree on the village green – to consider moving it near the large pond next to the village hall. Ongoing.

Item 7. Previous minute number 22/083 Water Leak in road. Water leakage in the road near the Village Hall - Anglian Water have confirmed that this is a Highway issue and has been reported to Highways ref; 2784998 on 5 July 3033 at 16.35pm. Cllr. Snazell has spoken to the Environmental Agency, Norfolk & Suffolk Water and agricultural team - ongoing.

Item 8. Previous Minute number 22/085 Extend the concrete post and iron rail where the fallen oak tree was. To protect the corner of the pond and stop erosion by traffic to install oak posts, only at this stage. Budget cost £100.00 ongoing.

Item 9. Previous minute number 21/117 Manhole covers update ongoing.

Item 10. Previous minute number 23/017 Circular Bench – update work to be carried out, ongoing.

23/090 RoSPA Play area Annual Inspection Report. Confirmed receipt of the inspection report and to note the recommendations and issues raised most of the vegetation clearance work has been undertaken.

Proposed by Cllr. Cooper, seconded by Cllr. Snazell, all in favour, resolution passed.

23/091 Fireworks on the Green 2023 – ‘Trafalgar Night’

To confirm a date/time etc. Saturday 21st October 2023 at 6.30pm.

Proposed by Cllr. Cooper, seconded by Cllr. Snazell, all in favour, resolution passed.

23/092 Christmas 2023.

To consider refreshments for the Christmas Light event and switch-on date Saturday 2nd December 2023 at 6pm.

Budget £100.00 for this event, to contact Cox’s Farm Shop to see if they would like to make a donation.

Proposed by Cllr. Cooper, seconded by Cllr. Groom, all in favour, resolution passed.

23/093 Wickham St Pauls Consolidated Trust.

Item 1. The nominated three members of the Parish Council to form part of the Trust, in order to provide a properly constituted board of trustees are Martin Cooper, Derek Stokes and Catherine Groom.

Proposed by Cllr. Cooper, seconded by Cllr. Groom, all in favour, resolution passed.

Item 2. An update on how the trust is progressing was reported by Cllr. Cooper that the trust had been advised by the Charity Commission regarding the distribution of funds that only the proceeds/interest can be issued, three trustees have resigned.

23/094 Parish Calendar 2024/2025.

The Parish Calendar for 2024/2025 was adopted.

Proposed by Cllr. Cooper, seconded by Cllr. Snazell, all in favour, resolution passed.

23/095 Internal Auditor for 2023/2024.

It was agreed to appoint Jan Stobart as the internal auditor for financial year 2023/24.

Proposed by Cllr. Cooper, seconded by Cllr. Groom, all in favour, resolution passed.

23/096 Financial Matters.

1) Financial Statement (Items to be approved for payment and signed as per payment schedule).

	CHEQUE NO.	TOTAL
JPB Landscapes Ltd Inv. No. 210	002494	264.00
Playsafety Ltd Inv. No. 71011 RoSPA Report	002495	90.00
Richard Edwards Group (Inv.No. 50135 Payroll services April to June)	002496	88.06
Wickham St Pauls Village Hall Inv. 2328	002497	10.00
D. Jacob (Expenses for June/July)	002498	83.33
JPB Landscapes Ltd Inv. No. 235	002499	264.00
D. Jacob (Salary for July)	SO	460.00
D. Jacob (Salary Difference for July)	002500	31.82
Lee Sear (Salary for July)	002501	104.52
HM Revenue & Customs (For July)	002502	130.40
D. Jacob (Salary for August)	SO	460.00

Signed (Chairman).....

26th September 2023

D. Jacob (Salary adjustment for August)	002503	31.62
Lee Sear (Salary for August)	002504	104.52
HM Revenue & Customs (For August)	002505	130.60
EALC Inv. No. 16892 (Cllr Training)	0002506	342.00

Proposed by Cllr. Cooper, seconded by Cllr. Groom, all in favour, resolution passed.

2) Monthly Budget Statement – Received and noted.

23/082 Date of next Meeting.

Parish Council Meeting Tuesday 26th September 2023 (7.30pm)

Meeting closed at 8.15pm.

Signed (Chairman).....

26th September 2023