

STRADISHALL PARISH COUNCIL**Minutes of the meeting held on Monday 4th July 2016**

Councillors present: Ady Swift (Chairman), Adrian Lee, Ian Hutchinson, Robert Deeks and Debbie Gates

Also present: Joanne Kirk (Clerk), 1 member of the public, two representatives from Wychem and County Councillor Mary Evans.

1. Presentation by Wychem about proposed expansion plans

George Morgan, General Manager of Wychem, explained about the company. It is a privately owned chemical manufacturing company. In 2013 it was acquired by a French company, Isochem. The business has expanded since then and there is a good opportunity for significant growth. Wychem makes a small component of a medicinal substance. The company wants to centralise on the land adjacent to the existing site near the prison. The offices at Denston will move and there will be a new warehouse and offices on the main site on the A143. It will be at the far end of the site away from the main road. There will be a lagoon with separating tanks for water. Rainwater is collected and transported to Wales for waste reprocessing. The company has acquired some land behind the existing site. Road access will be improved with a one-way system into and out of the site. A new entrance will be created to enable this. The gates will be set back to allow a full articulated lorry to be able to pull off the road. The hedge along the front will be retained and additional trees will be planted. The construction will take about 12 months. The new access will be the first step of the development. The existing offices in Water Lane will be sold off once the site is completed. The ambition in the 5-year plan is to increase turnover and employ up to 50 people compared to the current staff of 27.

2. Acceptance of apologies for absence

Apologies were received from Martin Hurst. Gemma Raymond has resigned due to work commitments. It was resolved that the clerk would contact St Edmundsbury Borough Council to notify them of the vacancy.

3. Declaration of Interest in items on the agenda

No councillors declared an interest in any items on the agenda.

5. Approval of minutes of the Annual Meeting of the Parish Council held on Monday 9th May 2016

It was resolved that the minutes were correct. The chairman then signed the minutes.

6. County Councillor's Report

Mary Evans asked the Council if she should pursue the request for a 30mph along the A143 near Wychem and to the prison. The Council agreed that this would be a good idea. She also spoke about the new transport service Suffolk Connect. It will be open for longer hours from 7am – 7pm Monday to Saturday to enable people to get to work or college.

Suffolk County Council has discussed devolution. There will be a consultation from 4th July until 23rd August. The current proposal is Suffolk and Norfolk forming a unitary authority with an elected mayor. Norwich City and Breckland have voted against the proposal.

Over 80% of schools are now good or outstanding.

A complaint was made about the standard of the recent repair on the A143. The tramlines in the road which fill with water have not been repaired. The potholes are not level with the road so humps have been created. The drain near the café should have been cleaned and raised, instead tarmac was put around it and it is still lower than the level of the road which is extremely dangerous. It was resolved that the clerk would e-mail a letter of complaint to Mark.Stevens@suffolk.gov.uk the Head of Highways.

7. Update on list of actions agreed at the last meeting

The following actions are outstanding:

- The village questionnaire

8. Finance

a) **Approval of payments made between meetings**

It was resolved that the following payments would be improved:

- CAS –insurance - LGA 1972, s111 - **£464.08**
- E Taylor – internal audit - LGA 1972, s111 - **£65.00**

b) **Approval of any payments and signing of Schedule of Payments**

It was resolved that the following payments would be approved:

- J P Kirk - expenses – LGA 1972, s111 - **£25.82**
- Brown and Co – valuation of the playing field - Open Spaces Act 1906 ss 9 and 10 - **£360.00**
- Adrian Lee Contract Services – grass and hedge cutting - Open Spaces Act 1906 ss 9 and 10 - **£666.00**

Adrian Lee and Robert Deeks signed the Schedule of Payments. The Chairman then countersigned it.

c) **Approval of the record of online payments made since the last meeting**

It was resolved that the record of online payments would be approved. Robert Deeks then signed it.

d) **Signatory to complete the checklist of Internal Controls**

Robert Deeks completed and signed the checklist of internal controls.

e) **Update on the annual audit**

The accounts have been returned from the auditor, Elaine Taylor. No issues were raised. The Annual Return has been set off to BDO LLP.

f) **Approval of the new NALC pay scale for the clerk which will be backdated until 1st April 2016**

It was resolved that the new NALC pay scale for clerks would be approved and that the pay increase would be backdated to 1st April 2016. The pay increase for SCP 27 equates to £2.14 a month plus backdated pay from April to June of **£6.42**

9. Planning

There have been a number of changes to the West Suffolk Planning Service. The planning desk has transferred to the Customer Services Team. There will be a new one-stop-shop planning web page. From 4th July there will be an upgraded charged-for pre-application advice service with costs starting at £48.00 and appointments needing to be booked.

11. Playing Field matters

a) **Playing field inspection reports**

There was one finding in the inspection report, there is evidence of timber rot which needs to continue to be monitored.

b) **Possible grant funding to purchase the playing field**

The clerk has prepared a draft project plan. To access any grant funding, Stradishall Parish Council will need evidence that the project has the support of the village. It was resolved that the clerk would produce a separate flyer to be delivered with the village questionnaire and collected at the same time. The flyers and questionnaires will be distributed during the week of 11th July for collection on the weekend of 30th – 31st August.

12. Village issues

a) **Litter picking equipment**

Jeremy Farthing has agreed to give £150.00 of his locality funding for the purchase of litter picking equipment. It was resolved that the clerk would order 5 adult kits with a hoop from Keep Britain Tidy at a cost of £29.94 + VAT.

b) Village questionnaire

It was resolved that the village questionnaire would be delivered with the playing field flyer with a chance of winning a free bottle of wine.

There being no further business the meeting closed at 9.30pm.

Signed (Chairman) Dated