

# Wherstead Parish Council

A Meeting of **WHERSTEAD PARISH COUNCIL** will be held in **the Wherstead MEETING ROOM ON TUESDAY THE 14<sup>TH</sup> SEPTEMBER AT 7.30PM**. All Parish Councillors are summoned to attend, and all parishioners and members of the public are welcome to join.

## AGENDA

The Council, members of the public and the press may record/film/photograph or broadcast this meeting when the public and the press is not lawfully excluded. This does not extend to live verbal commentary. Any member of the public who attends a meeting and objects to being filmed should advise the Parish Clerk who will instruct that they are not included in the filming

1. **Welcome by The Chairman:**
2. **Apologies for absence:** to receive and note apologies
3. **Dispensations:** to consider requests and **Declarations of Interest** to receive Pecuniary and Non-Pecuniary Interests from Cllrs on items to be considered at this meeting.
4. **To approve the minutes of the Parish Council Meeting held on the 13th of July 2021:  
To approve the minutes of the Extraordinary Parish Council Meeting held on the 19th of August 2021: (Neighbourhood Planning documents):**
5. **Public Participation Session:** for the public to talk to Cllrs about items only on the agenda
6. **Clerk's Report:** Items received after publication of the agenda or for items needing discussion
7. **Clerk's Correspondence Report:** Items received after the publication of the agenda or for items needing discussion  
Broadband proposal
8. **District & County Councillor's reports**
9. **Vacancies** Update on both Parish Clerk & Parish Councillor  
9a Advert
10. **On-going Matters**
  - 10a Drainage improvements – The Strand – update Cllrs Coates & Baldry
  - 10b Drainage improvements maintenance statement – discuss and agree response to Landowner – all
  - 10c Damaged fencing under Orwell Bridge – update Cllr Coates
  - 10d Illegal signage in the Parish – update Cllr Coates
  - 10e Parking – Bourne Hill – update Cllrs Cobb & Moyes
  - 10f Planting Church Lane - update Cllr Coates
  - 10g Quiet Lanes – Update Cllr Baldry
  - 10h Adjustment of Fox's lights
11. **Financial Matters:**
  - 11a: Discuss impact on PC's annual expenditure by employing an experienced Parish Clerk
  - 11b: Discuss any proposals to be formally put forward to the Parish Council following the informal meeting held to discuss ways to reduce the council's annual expenditure.  
Items discussed:  
Insurance  
Street lighting  
Costs to produce the Parish Magazine  
Annual audit costs

**CIL projects**

- 11c Consider any proposals for village infrastructure projects
- 11d Discuss the possible benefits of producing a PIIP (Parish Infrastructure Investment Plan)

**Precept**

- 11e Check our understanding of the Precept process and the % percentage increases to individual banded properties with a precept increase

**12. Planning Matters:**

Cllr Coates to update on the following:

- 12a Proposal to agree and sign off the Terms of ref for the Planning committee – Cllr Coates
- 12b Establish the committee (Min 3 members) – All Cllrs
- 12c Confirmation of Planning responses submitted – Cllr Coates

**13. Neighbourhood Planning matters**

Cllr Coates to update on the following:

- 13a Proposal to agree and sign off the Terms of Reference for the NP committee
- 13b Agree sign off meeting the NP around the 25<sup>th</sup> Sept.
- 13c Discuss and agree staffing for the NP Drop-in session
- 13d Discuss and agree information boards for drop in event (What the council is doing / finance.
- 13e Approval for NP flyer and poster.
- 13f Sign off for Historic Asset letter to home / structure owners

**14. New Matters**

- 14a Bourne Hill footpath clearance – update Cllr Coates
- 14b Overhanging tree and footpath clearance – Update Cllr Baldry
- 14c Additional Dog Bin – update Cllr Baldry
- 14d Christmas Carol / Christmas Tree – All Cllrs
- 14e Bourne Bridge overgrown – Working party Cllr Baldry
- 14f Bin in Pannington Hall layby – Cllr Coates

**15. Payments to Consider**

Members to consider Sept 2021 Payments –

**The next meeting of the Parish Council: TUESDAY 9<sup>th</sup>  
November 2021 AT 7.30PM  
WHERSTEAD MEETING ROOM**

**Linda Head**

**Temporary Parish Clerk**

**08/09/2021**