

# Great Blakenham Parish Council

## Minutes of Parish Council meeting held on Wednesday 13<sup>th</sup> July 2016 at 7.30pm at the Parish Rooms, Stowmarket Road, Great Blakenham

Present: Cllrs Widge Bowman, Karen Peters (Vice Chairman), Steve Plume (Chairman) and Joel Waller. Also in attendance County Councillor John Fields, three members of the public, County Council Highways Manager David Fawcett and Sarah Foote (Locum Clerk via SALC Clerking Services).

1. Appointment of Chairman (s14 of LGA 1972 refers)

It was proposed and unanimously agreed to elect Steve Plume as Chairman of the Parish Council. Cllr Plume duly signed the Declaration of Acceptance of Office which is appended to the minutes.

- 2. Apologies for absence. There were no apologies for absence.
- 3. Appointment of Locum Clerk and Responsible Financial Officer

It was agreed to appoint Suffolk Association of Local Councils to provide a Locum Clerking Service for a three month period (July, August and September meetings and resulting administration). The Service level agreement for this work and the expenditure would be an agenda item for the next meeting.

*Action: Agenda next meeting.*

4. Declarations of Interest

- a. There were no declaration of interest appropriate to any item on the agenda.
- b. There were no written requests for dispensations for disclosable pecuniary interest.
- c. No dispensations were granted.

5. Co-option of Parish Councillors

It was confirmed three vacancies remained on the Parish Council but to date no applications for co-option had been received. The vacancies would continue to be advertised. *Action: Check noticeboard and place details on website as appropriate.*

6. Public Forum

Reports were received as follows:

Suffolk County Council – Cllr John Field provided a report, as appended to the minutes and supplied to members of the public present. The Clerk informed Councillors that the consultation on Devolution, as mentioned in Cllr Field’s report, was now open with a response deadline of 19 August.


Cllr Plume asked about Park and Ride and Mobile Library changes and if there would be any public consultation and if there was a long term plan on how housing allocation was going to be achieved.

Mid Suffolk District Council – no report had been supplied.

Suffolk Police - no report had been supplied by the PCSO, however, the Chairman commented that the previously agreed Parish Council funding had been used by Suffolk Police as he had seen a police vehicle that showed it had been supported by Great Blakenham and other Parish Councils

Suffolk County Council Highways - David Fawcett, Suffolk County Council Assistant Central Area Highways Manager presented plans for a revised road junction at Hackneys Corner. This work would take place under a Section 278 agreement which was linked to Orbit Housing Development. Both Parish Councillors and members of the public expressed adverse comments to the scheme with many favouring a roundabout as opposed to the new junction design which was felt would lead to congestion and added danger. It was agreed the Parish Council would confirm the observations in

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writing to David Fawcett and they would be passed to the County Council Development Management team to discuss with Orbit Housing. *Action: Cllr Plume.*

It was suggested a meeting be arranged on site with Parish Council members and the Development Manager. David Fawcett would ask them to make contact with the Parish Council.

At **20.18** 15 minutes were allocated for questions from members of the public.

Parishioner asked who the new owner of the building site off Chapel Lane was as he had concerns about flooding and damage to his property? County Councillor Field offered to assist the parishioner. It was confirmed that the County Council were looking at problems with flooding and man holes and David Fawcett reported that there was a bid in for investigation work to relieve the situation.

A second parishioner asked if something could be done about the hedge as you go round to Hood Drive? The Vice Chairman confirmed that the County Council were dealing with this as a priority.

**At 20.34** the meeting was reconvened.

7. Minutes of the meeting held on 22<sup>nd</sup> June 2016.

It was unanimously agreed to approve the minutes of the meeting of 22 June 2016.

8. Matters arising from minutes of meeting on 22<sup>nd</sup> June 2016.

22/6/2016 Item 5 – following comment from a member of the public that the Parish Council's co-option procedures had been 'illegal', advice had been sought from both the Electoral Services Officer at Mid Suffolk District Council and the Suffolk Association of Local Council and it was confirmed no improper action had taken place.

9. Recruitment of Parish Clerk (s112 of LGA 1972 refers)

An advertisement would be placed on the noticeboards, the parish magazine and on the SALC website. A discussion took place around the number of hours and the salary rate the new Clerk would be employed on. Interviews would take place week 22 August.

It was noted that the passwords for the Parish Council lap top had not been recovered from the previous Clerk and it was agreed the Vice Chairman would pursue this further. *Action: Councillor Peters*

10. Re-direction of post from previous Clerk

It was agreed to have the Parish Council's post redirected from the previous Clerk for a three month period at a cost of £31.99. *Action: Cllr Peters to organise.* The Locum Clerk advised if the main bodies were contacted with the change of address post would soon ease up. It was agreed that Suffolk County Council, Mid Suffolk District Council and SALC be advised of the change of address and the new email address, once it was confirmed. *Action: Clerk*

11. Attendance of Councillors to Planning Meeting on Monday 17<sup>th</sup> July at 19:00 hrs at Claydon Village Hall. A Claydon, Barham and Great Blakenham liaison meeting was being held regarding managing planning applications for the area with the ethos that a combined voice on neighbourhood planning would be beneficial. It was agreed that the Chairman and Cllrs Bowman, and possibly Cllr Waller, would attend on behalf of the Parish Council.

12. To receive reports from representatives to other bodies:-

a. S.A.L.C. - it was agreed the Clerk would obtain copies of the latest issue of the Local Councillor Magazine for Councillors' information. *Action: Clerk.*

b. Village Hall management committee - Cllr Peters provided a report of the meeting Councillors had attended. The Village Hall was going from strength to strength with a good level of bookings and attendance and events. Memorials for Derek Lockwood (chair 50 years for V Hall) and Trevor Cane (Bowls Club) had been considered.

c. Viridor liaison committee – no report.

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d. Churchyard/cemetery – the need to continue discussion with landowner over the extension of cemetery was noted. It was agreed to make this an agenda item for the next meeting. *Action: Agenda item to consider quotation for valuation of land to extend cemetery.*

e. Allotments - it was confirmed that legal notice had been served on the allotment holders by the landowner in light of planned development.

f. Parish liaison – no report.

g. Sita liaison group meetings – no report.

It was agreed to make an agenda item to reconsider the appointment of Councillors to local groups.

*Action: Agenda next meeting.*

### 13. Finance

a. Monthly payments – it was agreed to make the following payments:

Payee	Item	Amount	Cheque	Power
Impact Landscaping	Garden maintenance church	£228.00 inc VAT	102390	LGA 1972 s214
Impact Landscaping	Maintenance cemetery	£318.00 inc VAT	102390	LGA 1972 s214
Suffolk Association of Local Councils	V Hall briefing 5 May Cllr Plume	£36.00 inc VAT	102391	LGA 1972 s111

It was agreed that Cllrs Plume and Peters would sign cheques and post to payees. On other matters relating to the governance and finance it was noted that:

1. The Annual Return had not been signed by the previous Clerk despite her being present at the meeting when the Parish Council had resolved to approve the Annual Return.

2. The Internal Auditor had not signed Section Four of the Annual Return which they were obliged to do instead they had signed the Section Three which was for the External Auditor to sign. No internal audit report had been provided. *Action: It was agreed the Clerk would liaise with BDO the external auditors on how to rectify the errors and that the Chairman would seek to obtain the internal audit report.*

3. Street Cleansing Grant – it was agreed that the claim for the last quarter would be signed by the Vice Chairman and returned to Mid Suffolk District Council. *Action: Cllr Peters*

b. Payroll service from John Phillips & Co, Accountants – it was agreed that the Chairman would liaise with the current provide, as detailed above, but this item would not be resolved until a new Clerk had been appointed. *Action: Cllr Plume*

### 14. Date of next meeting and agenda items.

The next meeting would be held on 10 August and the following additional items were put forward for inclusion on the agenda:

- Publication Scheme for FOI requests
- Confirmation of insurance cover and extent of policy
- Donation request from St Mary's Church
- Planning Applications
- Start time for meetings

Next meeting Wednesday 10 August 2016 at 7.30 pm.

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21.33 Meeting closed

**RESPONSE TO SUFFOLK COUNTY COUNCIL RE HACKNEY'S CORNER**

The current junction of the B1113 at Hackneys Corner, Gt. Blakenham has a history of injury and non-injury accidents, this is due to a number of factors which have failed to be addressed over the years and the current proposal as described by yourself at the July Parish Meeting falls somewhat short or remedying.

There have been several propositions for the junction but none have met the satisfaction of the council since the proposal linked to the Snoasis development. This ensured that the volume of traffic between Ipswich and Needham Market had the right of way, on the B1113 main road.

Gipping Road then was simply a junction that had in the westerly direction a lane in the middle of the road to allow the main traffic to head west unhindered. It also meant that all traffic into the east of the village was slowed.

Apart from a roundabout, any other proposal will increase delays, create additional noise with HGVs being forced to slow, stop and accelerate, cause senseless and needless delays for all traffic, bearing in mind the railway barriers can be lowered for up to ten minutes to allow up to three trains to pass, if there was to be only one lane on the Bramford Road with all traffic having to stop it can be envisaged that the traffic will back up as it may not be able to turn right towards Claydon and other traffic wishing to turn left into the Village will be held up, the free flow of traffic works reasonably well today albeit with some possibly fatal flaws to the design.


Considering the Orion business expansion has suggested yet another junction off the stretch of road between the traffic lights and Hackneys corner feels like one junction to many.

The Parish Council feel that the traffic lights at one end need replacing with a roundabout with a direct feed off the roundabout directly to the business park extension. This with the Snoasis plan for the other end is the best we can currently expect unless a roundabout was put in at both ends.

Traffic management and ease of movement must be a priority when considering developments in Gt. Blakenham along with pedestrian / cycle and road user safety.

With these urgent matters we would respectfully request that you and a representative of the

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development team for Highways / MSDC attend a site meeting with the Parish Council to discuss the opportunities.

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