

GREAT BLAKENHAM PARISH COUNCIL

Minutes of the Parish Council Meeting Wednesday 13th September 2017 at 7.00pm in the Parish Room, Stowmarket Road, Great Blakenham.

PRESENT: Councillors Steve Plume (Chairman), Karen Peters (Deputy Chairman), Widge Bowman, David Jones.

Clerk to the Council – Janet Gobey.

Five members of the public.

The Chairman opened the Meeting at 7.01 pm.

1. Apologies for Absence.

None

2. Councillors declaration of interest appropriate to any item on the Agenda.

a. None.

b. To receive written requests for dispensations for disclosable pecuniary interest (if any).

None.

c. To grant any requests for dispensations as appropriate.

None

3. Public Forum

a. To receive the report from County and District Councillor Field.

Cllr. Field was not present, so Cllr. Plume read his report out.

b. To receive the report from District Councillor Welsby.

Not present.

c. Questions from members of the public.

Thanks were expressed for the Council continuing to pay for the grass cutting in the churchyard. The Church is concerned about parking for funerals and other services during the period when the new pedestrian crossing is being installed. It was felt that more information is required about the installation process and the design of the crossing.

ACTION: Clerk to raise with Highways Engineers and request a detailed plan.

There was concern that the hedges along the footway from the Parish Room to Hood Drive are overgrown and making it difficult for pedestrians.

ACTION: Clerk to report.

4. To approve the Minutes of the Meeting held on 12th July 2017 and the Extraordinary Meeting held on 14th August 2017.

Councillors approved these Minutes and both were signed by the Chairman as a true and correct record of the Meeting.

5. To note the Clerk's update from previous Meetings.

This was noted

6. Planning

a. To consider the following planning applications

DC/17/04510	Unit 1 Claydon Business Park, Great Blakenham, Ipswich, Suffolk IP6 0NL	Tree Preservation Order- Works Related: Pollard 6 no. lime trees and lift crowns on 2 no. Beech trees covered by Tree Preservation Order MS285.
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Councillors had no objection to this application.

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DC/17/04409	85 Blueleights Park, Chalk Hill Lane, Great Blakenham, Ipswich Suffolk IP6 0ND	Tree Preservation Order- Works Related: Fell to 2m stump 1 no field maple (T1), Crown reduce by 2.5m 2 no. Ash (T2&T3), Crown reduce by 2.5m 1 no. field maple (T4) and crown reduce by 2m 1 no. Cherry (T5) covered by Tree Preservation Order MS141
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Councillors voted to object to this application as it involved the felling of a tree.

b. To note any planning determinations.

DC/17/03465	24 Blueleights Park, Chalk Hill Lane, Great Blakenham, Ipswich Suffolk IP6 0ND	Proposal: Tree Preservation Order – Works Related: Removal of 2 no. maple trees and one unidentified dead tree covered by Tree Preservation Order MS141	Granted
0791/17	Blue Circle Sports Field, Bramford Road, Great Blakenham,	Proposal: Erection of fencing around perimeter of site part 2m high, with ball stop netting to a total height of 6m. Erection of 2 gates	Granted

Councillors noted these planning determinations.

c. To consider the Council's response to the Joint BMSDC Local Plan Consultation.

The Clerk had attended a Local Plan Briefing event by BMSDC and explained the online method of commenting. Councillors agreed to study the Plan and make their comments on specific points at the next Meeting.

d. Any other planning matters for information only.

None.

7. Governance

a. To agree the division of the village into areas for distribution of the Councillor Recruitment leaflet.

Councillors agreed a geographical split and supplies of leaflets were given out.

b. To approve the Council's Health and Safety Policy.

Councillors approved this.

c. To note the Clerk's mileage and expenses.

Councillors noted these.

d. To approve sending the signed copies of the Parish Council Minutes for the period 11th April 1978 to 20th April 2004 to the Suffolk Records Office for long term storage.

Councillors approved this.

ACTION: Clerk to find out any costs, method of presentation etc.

8. Allotments

- a. To receive a progress report on the attempt to purchase the allotment land.
- b. To receive a report on the occupancy of the allotments.
- c. To consider the quotes for hedge maintenance along the footpath and the entrance track.
The quotes were approved.

9. Village Maintenance

- a. To agree the siting of the two grit bins on Chequers Rise.

Councillors agreed that one bin would be sited where the existing grit pile is towards the bottom of Chequers Rise. The other will be a replacement for the damaged bin outside 38, Chequers Rise.

Councillors agreed that a letter of thanks should be sent to the owner of 38, Chequers Rise for allowing a grit bin to be sited outside his property.

ACTION: Clerk to send a letter.

The Chairman thanked Cllr. Bowman for his work on this.

Councillors discussed the fact that the far end of Chequers Rise has not been adopted. They also queried whether the new roads off Chequers Rise and Kingfisher Drive would be adopted.

ACTION: Clerk to write to County Councillor Field querying that these roads had not been adopted.

- b. To approve the purchase of two new wall mounted bin for the bus shelters outside the Jack Brand factory and the Parish Room.

The Clerk explained that it would not be possible to mount them on the front of the shelters because of the available width. Councillors agreed that the bins would be mounted on concrete posts. Cllr. Peters proposed that the bins be purchased. Cllr. Bowman seconded this and it was approved unanimously.

ACTION: Clerk

- c. To approve the quote for repair and maintenance work on the bus shelters.

The Clerk explained that the requested quote had not arrived. The matter was deferred until the next Meeting.

- d. To consider the Council's possible responses to various traffic issues in the village: Speeding on Stowmarket Road – Councillors discussed possible solutions to the problem of speeding traffic, especially as the amount of traffic is included. The Chairman suggested that a fixed speeding camera would be the best solution. Councillors agreed that the Clerk should investigate the issue.

ACTION: Clerk.

Visibility problems for users of the allotments when turning on to Stowmarket Road.

- e. To note the start date for the installation of the pedestrian crossing on Stowmarket Road. This is caused by lorries parking close to the allotment entrance. Cllr. Jones has written to Suffolk Police. However, the officer responsible for such matters in Great Blakenham covers 49 villages and has very little opportunity to visit the area. Councillors noted this.

- f. To note the appointment of a new Tree Warden for the village.

The Clerk explained that a volunteer had come forward to take on the role of Tree Warden. Councillors agreed that the Tree Warden should be invited to the next Parish Council Meeting.

ACTION: Clerk

- g. To receive an update on the purchase of a defibrillator.

Cllr. Peters informed the Meeting that the Village Hall Management Committee had agreed to site the defibrillator at the Village Hall. The VHMC have identified the wall facing the cycle speedway as a possible site. Councillors discussed this and agreed that siting on the front of the Hall would be preferable as it would be immediately visible to anyone coming towards the Hall and in an illuminated area. This would also decrease the risk of vandalism. Cllr. Peters will discuss this with the VHMC.

ACTION: Cllr. Peters.

10. Churchyard and Cemetery.

a. To receive a progress report on the purchase of land for the extension of the Cemetery. The Clerk explained that she had contacted the Rights of Way Officer at BMSDC to obtain their advice on the options regarding the footpath behind the Cemetery. However, a reply had not been received. Councillors agreed to defer the matter until the next meeting.

b. To consider the quotes for tree work in the Cemetery.

The Clerk reported on her attempts to find any descendants of the deceased in the grave and Councillors agreed that all possibilities had been explored. The Clerk confirmed that she had sought the guidance of the Institute of Cemetery and Crematorium Management on how to proceed in this case and that they had recommended a course of action, which had been followed but with no result.

Cllr. Peters proposed that the quote for the tree work be accepted. Cllr. Jones seconded this and it was improved unanimously.

Cllr. Bowman proposed that the quote for filling in the hedge with shrubs and protective netting be accepted. Cllr. Jones seconded this and it was improved unanimously.

11. Training and Development for Councillors and Clerk

a. To note the following training already booked (if any).

None

b. To consider any other training requests.

Clerk - Social Media Training - ACM Training. Cost - £129.00 +VAT (plus train fare to London).

Councillors approved this.

Councillors discussed the possibility of training connected with Neighbourhood Planning.

ACTION: Clerk to contact SALC

12. Finance

a. To note the following cheques signed out of Meeting.

Impact Landscaping	Churchyard and cemetery maintenance for June 2017 and one missed payment (September 2016)	£774.00	LGA 1972 s214(6)
Janet Gobey	Clerk's salary for July 2017	£394.82	LGA 1972 s111
Shades Home Maintenance	Churchyard and Cemetery maintenance for July 2017	£480.00	LGA 1972 s214(6) LGA 1972, s.215
Gilly Sillett	Monthly Street Cleaning – July 2017	£215.99	LGA 1972 s111
Mark Sillett	Monthly Street Cleaning - July 2017	£210.00	LGA 1972 s111

Councillors noted these payments.

b. To consider approving and making the following payments:

Shades Home Maintenance	Churchyard and cemetery maintenance including hedge cutting for August 2017	£750.00	LGA 1972 s214(6) LGA 1972, s.215
Great Blakenham Parish Room	Room hire	£30.00	LGA 1972 s111

Janet Gobey	Clerk's salary for August 2017	£319.61	LGA 1972 s111
Janet Gobey	Clerk's expenses: Mileage for July 2017 and Aug 2017 - £60.30 Postage - Stamps and signed for letter £10.22	£70.55	LGA 1972 s111
M Sillett	Monthly street cleaning – June 2017	£210.00	LGA 1972 s111
G Sillett	Monthly street cleaning – June 2017	£210.00	LGA 1972 s111
S Plume	Purchase of Microsoft Office 365	£67.48	LGA 1972 s111
SALC	SALC Internal Audit fee 2016/17	£252.00	LGA 1972 s111
Landmark Construction Services	Installation of new noticeboard on Masons Drive	£270.00	LGA 1972 s111
5 Star Printing	Printing of 1000 Councillor Recruitment leaflets	£60.00	LGA 1972 s111

Councillors approved these payments.

c. To note the Council's Financial Report for July and August 2017.

Councillors noted this.

The Chairman asked that Councillors consider any possible areas where the Council could improve the village and come to the next Meeting with ideas for potential projects.

ACTION: Councillors

13. Reports

To receive reports from Councillors assigned to the following:

a. SALC.

Cllr. Jones had been unable to attend the last Area meeting at SALC, so nothing to report

b. Village Hall Management Committee

Cllr. Peter's report had been circulated.

c. Viridor Liaison Committee

Cllr. Plume had not been able to attend the last meeting, so nothing to report

d. Churchyard and Cemetery

Covered earlier in the Agenda.

e. Allotments

Covered earlier in the Agenda.

f. Parish Liaison

Nothing to report

g. Suez Liaison Group

August's report had been circulated. Planned maintenance will be taking place in September.

h. SnOasis Parish Alliance.

Nothing new to report. Reserved Matters information is still outstanding.

14. Village Shop.

a. To receive a report on progress in the letting of the empty shop unit.

The Chairman explained that he had received a request for information about the number of houses in the village for consideration as part of a business plan regarding the shop.

b. To consider a request for the Council's support in any application to vary the opening hours of the shop.

The Chairman explained that he had received an approach asking whether the Council would support a change in the planned opening hours for the shop. Councillors agreed that they would consider such requests, depending on the exact hours suggested.

15. Correspondence

To note the following items of correspondence and form a response where appropriate:

22nd Aug 2017 by email	.LAIS1401 Litter Strategy
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Councillors noted this.

16. Date of next Meeting and any items for the Agenda.

The next Meeting is on 11th October 2017. No items were put forward for the Agenda.

The Chairman closed the Meeting at 9.26pm.