

GREAT BLAKENHAM PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held on Wednesday 13th November 2019 in the Parish Room, Stowmarket Road, Great Blakenham at 7.30pm.

Present: Steve Plume (Chairman), Widge Bowman, David Jones
Clerk to the Council – Janet Gobey.
County and District Councillor John Field
One member of the public.

The Chairman opened the Meeting at 7.30 pm.

1. To receive and approve any apologies for absence.

No apologies were received.

2. Declaration of any pecuniary and non-pecuniary interests.

a. Councillors declaration of interest appropriate to any item on the agenda.

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 the County Councillor (*allow five minutes*).

Cllr. Field presented his report.

b. To receive the report from the District Councillor (*allow five minutes*).

Cllr. Field presented his report. He said that he had been asked about blocked drains at the Claydon end of Chapel Lane and has raised this with Highways.

c. To receive questions from members of the public (*allow fifteen minutes maximum*).

None.

4. To approve the Minutes of the Meeting of the Council held on 9th October 2019.

Councillors approved these unanimously and the Chairman signed them as a true and correct record of the meeting.

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

Councillors noted this.

6. Planning

a. To consider the following planning applications.

None.

b. To note any planning determinations.

DC/19/04187	Location: 127 Stowmarket Road, Great Blakenham, Ipswich, Suffolk IP6 0LU	Proposal: Householder Planning Application - Creation of a dropped kerb
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Decision: Granted

DC/19/04320	Location: Land at Blackacre Hill, Bramford	Discharge of Conditions Application for 1755/17- Condition 6 (Surface Water Drainage Details) (Part Discharge for
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	Road, Great Blakenham, Suffolk	Phases 2 and 4 Land At Blackacre Hill Bramford Road Great Blakenham Suffolk
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Decision: Granted

Councillors noted these determinations.

c. Any other planning matters to note.

None.

d. To receive an update on SnOasis.

The Chairman reported that the SnOasis Liaison Group had been set up and had had an initial meeting, but nothing had been heard from YourShout about a further meeting.

7. Growth, Highways and Infrastructure

a. To receive an update on negotiations regarding the land behind the Village Hall which could be the site for a preschool.

Cllr. Field said that there had been no contact from the SCC team responsible for contacting the owners of the land, but he would chase them up. Councillors agreed that it would be helpful to have a meeting of all who would be involved in the project to form a view of who would do what.

b. To note progress on the Parish Infrastructure Improvement Plan.

Councillors noted that there had been no progress on this. They agreed that the views of residents should be sought on what improvements they would like to see undertaken with the Residual S106 and CIL funds and that the best way to do this would be to draw up a list and then consult with residents.

8. Governance

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

Councillors noted this.

b. To note the Action Plan resulting from the Internal and External Auditors Report for the financial year 2018/19.

Councillors noted this.

c. To note the payment by BMSDC of the first instalment of CIL funds from the Stowmarket Road development.

Councillors noted this. The Clerk explained that there should be three more similar amounts paid over the next two years. Spend of this money must be reported to BMSDC on a regular basis. If it is not spent within five years of receipt, BMSDC will have the right to ask for it to be returned. There is also other CIL money available (S123), but this has to be applied for.

ACTION: Clerk to send a link to Councillors to the BMSDC website where possible areas for CIL spend are listed

d. To note the update on the negotiations regarding a possible PC/PCSO (to be jointly funded with Barham and Claydon & Whitton).

The Chairman reported on the meeting that he had attended with Tim Passmore (PCC) and representatives from Barham and Claydon&Whitton Rural Parish Councils. All three Councils want to have a Police Constable, rather than a PCSO. The contract would be for two years initially. The total cost would be about £50,000 per annum, split between the three Council. Councillors unanimously agreed that they supported the idea of a part funded PC.

ACTION: Clerk to email confirmation to the Clerks for Claydon&Whitton Rural and Barham.

e. To consider the review of the Council's Social Media Policy.

Councillors agreed to gradually migrate from use of the existing Facebook page to the new Facebook group.

9. Allotments.

a. To note any update on the long term future of the allotments.

The new licence has not been received yet. The Clerk informed Councillors that the landowner had initially offered a one or two year licence, but had subsequently changed their minds and were only prepared to offer a one year licence.

Plot holders are reporting difficulty with parking at the bottom of the allotments. Councillors agreed that plot no.1 could be turned into extra parking. ACTION: Clerk to contact Shades and also email the land agent about cutting back brambles etc back to the wooden fence to increase the available space for parking.

They have also expressed concern about potholes in the access track. ACTION: Chairman to contact JT Fews about filling in the track with hardcore.

b. To consider the quote for an advertising banner for the allotments.

Councillors agreed that the banner should be made as long as possible along the Budgens fence and also be of the same height as the fence. It should be of more robust material than the Budgens banners. It will need to have the Budgens logo as well as the Parish Council one. ACTION: Clerk.

10. Village Maintenance

a. To consider the quote for stickers for the rubbish and dog waste bins in the village to tell people who to contact if they need emptying.

Councillors unanimously approved this.

b. To note any response SCC Highways regarding replacing the Village Gateway signs.

Councillors noted that there had been no response on this, but Cllr. Field was attempting to find a contact in Highways.

c. To note progress in establishing a group of volunteer litter pickers.

The Clerk reported that there were still only two volunteers. Councillors agreed that the Clerk should arrange a meeting with them and complete a risk assessment. The Council will provide reflective waistcoats reading "Volunteer Litter Picker". ACTION: Clerk

d. To consider requesting an additional footway at Hackneys Corner.

Councillors agreed that there were potential benefits to this, but there were possible safety concerns, particularly for children. ACTION: Clerk to contact Highways.

e. To consider wild flower planting on the verge of the B1113 opposite Budgens and on Hackneys Corner.

Councillors agreed that this was an idea they wished to pursue, but were concerned that the mowing regime of Highways would need to be flexible enough to encourage the wild flowers by mowing at the right time. ACTION: Clerk to contact the team responsible for Roadside Nature Reserves to see if they could assist with the scheme.

f. To consider the quote for a cigarette stub bin for the bus shelter.

Councillors unanimously approved the quote for the larger bin with the upgraded liner.

11. Churchyard and Cemetery.

a. To note any update on the purchase of land for the extension of the Cemetery.

Councillors noted that there had been no progress on this.

b. To consider the quote for repairing the entranceway to the Cemetery.

The company who had previously offered the possibility of doing this work free of charge are no longer able to do this, so quotes will be required. ACTION: Clerk.

c. To note the letter from the PCC regarding possible work on the War Memorial.

Councillors agreed that the Clerk should explore the process for maintenance/alterations with the relevant authorities.

12. Village Hall

a. To receive a report from the Councillor representing the Parish Council as Custodian Trustee on the Village Hall Management Committee.

Councillors noted the report and agreed that their concerns about aspects of the Village Hall management should be sent formally to the VHMC. ACTION: Clerk

b. To note emails from a resident regarding the adoption and maintenance of the area between the Village Hall playing field and the Aspen Close.

Councillors noted these.

c. To consider writing to the VHMC to formally record the Council's concern over offering financial support for Village Hall improvements.

Councillors agreed that this should be included in the formal letter as agreed in 12a.
 d. To consider contributing towards the cost of new door and windows for the Village Hall. Councillors resolved that the concerns as above must be resolved before this could be considered. Additionally, the sustainability survey would have to be completed before any contribution could be considered. The Clerk reported that she had contacted BMSDC to check if professional qualifications of the resident had offered their services for the sustainability survey were acceptable to BMSDC.

13. Training and Development for Councillors and Clerk

- a. To note the following training already booked (if any).
 Community Action Suffolk - Training for Trustees (December 2019)
 British Red Cross - defibrillator training (January 2020).
 b. To consider any other training requests.
 None

14. Finance

- a. To note the following cheques signed out of Meeting.
 None.
 b. To consider approving and making the following payments:

Shades Home Maintenance	October 2019 - Churchyard and cemetery maintenance. Litter picking. Hackneys Corner maintenance. Sign cleaning. Bus shelter cleaning.	£1170.00	LGA 1972 s214(6) LGA 1972, s.215
Great Blakenham Parish Room	Room hire October 2019	£20.00	LGA 1972 s.111
Janet Gobey	Clerks salary October 2019	£674.19	LGA 1972 s.111
BMSDC	Litter and dog waste bin emptying April 2018 to March 2019 – extra invoice due to error by BMSDC	£87.60	Litter Act 1983 ss 5,6
SALC	Provision of payroll service (six months)	£54.00	LGA 1972 s.111

Councillors unanimously approved these payments.

- c. To note the Council's Financial Report for November 2019.

FINANCIAL REPORT 28/9/2019 TO 30/10/2019

BANK BALANCES – 30/10/2019

BUSINESS PREMIUM ACCOUNT - £15,779.58
 COMMUNITY/CURRENT ACCOUNT – £119,041.38

TOTAL - £134,820.96

MONTHLY – OCTOBER 2019

EXPENDITURE: 28/9/2019 TO 30/10/2019

Cheques (cleared): £4061.57

Direct debits:

£15.36 - Chairman's phone

£5.29 - Clerk's phone

Business Debit card payments:

£0.79 - iTunes (Cloud storage).

£100 – JustGiving (£137 donation to Army Benevolent Fund)

Total: £4183.01

PLUS Cheques (uncleared): £550.00

INCOME: 28/9/2019 TO 30/10/2019

£34,880.75 – BMSDC payment of CIL money.

RESERVES (approved at January 2019 Council Meeting)

General Reserves

£20,000

Earmarked Reserves

Long term Earmarked Reserves:

Purchase of land for Cemetery extension - £12,500

Landscaping, fencing for Cemetery extension - £3,000

Legal fees for Cemetery extension - £3,000.

Ground penetrating radar survey of the Cemetery £4,000

Purchase of the allotment land - £10,000

Other Earmarked Reserves:

Election and referendum costs - £2100 (poll cards, election and count costs).

Purchase of speed monitoring equipment - £16,000

Maintenance and improvement work on the village War Memorial - £10,000.

Contribution towards village preschool facility: £10,000.

Neighbourhood Plan: £7,000.

TOTAL: £77,600

Councillors noted this.

d. To authorise any invoices for Business Direct Debit card payments.

Councillors agreed to take this forward to the January meeting.

e. To note the Budget Report.

Councillors agreed to take this forward to the January meeting.

f. To review the Council's Earmarked and General Reserves.

Councillors agreed to take this forward to the January meeting.

g. To note the S137 Report.

15. Reports

To receive reports from Councillors assigned to the following:

a. Viridor Liaison Committee – Cllr. Plume

No report available – no meeting.

b. Suez Liaison Group – Cllr. Bowman

Monthly reports circulated. No meeting took place,

16. Correspondence

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

Suez UK (by email 23 rd October 2019)	Suffolk energy-from-waste facility monthly site update for November 2019.
SALC (by email 6 th November 2019)	Suffolk electoral review – notes from the briefing for town and parish councils.
Suffolk County Council (By email 7 th October 2019).	SCC Suffolk Minerals & Waste Local Plan Modifications Consultation
Suffolk Constabulary (by email 7 th October 2019)	Email from Suffolk PPC regarding Partner Funded PCSOs
Power for People (by email 16 th October 2019)	Request for the Council to consider supporting their national community energy campaign

Councillors noted these items.

17. To note the date of the next Meeting – 8th January 2020 at 7.30pm and any items for the Agenda.
Councillors noted this. No items were put forward for the Agenda.

The Meeting was closed at 9.55pm.

Signed as a true and correct record of the 13th November 2019 Meeting.

Steve Plume – Chairman Great Blakenham Parish Council.

Date: 8th January 2020