

GREAT BLAKENHAM PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held on Wednesday 19th June 2019 in the Meeting Room, Great Blakenham Village Hall, Mill Lane, Great Blakenham at 7.30pm.

Present: Steve Plume (Chairman), Widge Bowman, David Jones
Clerk to the Council – Janet Gobey.

The Chairman opened the meeting at 7.30pm.

1. To receive and approve any apologies for absence.
None.

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).
Cllr. Plume applied for a dispensation to allow him to participate in Agenda item 9f. The Clerk, as Proper Officer of the Council, approved this request so that the Council would be able to consider the item of business.

c. To grant any requests for dispensations as appropriate.

None.

3. Presentation from Suez UK on their plans to process more waste at the Great Blakenham site.

Councillors noted that the Section 73 planning application for this has not yet been published. An increase of 26 tonnes per day is being applied for. This would involve a small increase in lorry movements (7 to 8 per day) which is still within the original planning permission limits. There would be no change to the catchment area or the appearance of the plant. No increase in emissions is planned.

4. Public Forum

a. To receive the report from the County Councillor (*allow five minutes*).

Cllr. Field was not present.

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

Cllr. Field was not present.

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

No members of the public were present.

5. To approve the Minutes of the Annual Meeting of the Council held on 8th May 2019.
Councillors unanimously approved these and the Chairman signed them as a true and correct record of the Meeting.

6. To note the Clerk's update from previous Meetings.
Councillors noted this.

7. Planning

a. To consider the following planning applications.

None

b. To note any planning determinations.

DC/19/00925	Location: St Marys Church Stowmarket Road Great Blakenham Suffolk	Re-instatement of North lean-to stone window relocated from the East elevation, new door to Vestry. East elevation with associated work to masonry. Creation of
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		internal accessible WC with ground works and path works.
DC/19/01373	Location: Toccata, 273 Stowmarket Road, Great Blakenham, Ipswich Suffolk IP6 0LZ	Proposal: Householder Planning Application - Erection of a two storey side extension.

All granted. Councillors noted this.

c. Any other planning matters to note.

None.

d. To receive an update on SnOasis Reserved Matters.

The Chairman informed Councillors that an initial meeting had taken place to establish the Liaison Group but since then there had been no contact from MSDC Planning.

8. Growth, Highways and Infrastructure

a. To note progress on the Joint Neighbourhood Plan.

Cllr. Bowman reported that there had been a low response rate, which was disappointing as public support and engagement is essential to the development of a JNP.

ACTION: Cllr. Bowman to contact the JNP Group to establish the closing date for the survey.

b. To consider making a one-off payment of £33.00 to Survey Monkey for in depth analysis of the Joint Neighbourhood Plan Group survey.

Councillors unanimously approved this.

c. To receive an update on determining the ownership of land behind the Village Hall which could be the site for a preschool.

Councillors noted that there had been no progress on this. ACTION: Clerk to email Cllr. Field to remind him that he had agreed to ask the SCC Land Department to contact the Land Registry.

d. To note progress on the completion of the Hackneys Corner roadworks.

Councillors agreed that, while progress is being made, there is still a problem with flooding, which had been reported to SCC Highways by the Clerk.

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

Councillors noted that there has been no progress made by the Village Hall Management Committee.

f. To consider a response to the information from SCC Highways about their self-help scheme (by email via SALC 20th May 2019).

Councillors agreed that the various options should be considered at a later date, but that they were opposed to the option that involved paying Highways to undertake the work.

9. Governance

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

Councillors noted this.

b. To note progress on setting up the facility to transfer funds from the Council's Community Account to the Council's Business Premium Account.

Councillors noted this. It was agreed that the Clerk would try and make a transfer of £500 to test the system. ACTION: Clerk.

c. To consider donating the Council's redundant HP laptop to Nettlestead Parish Meeting.

Councillors unanimously approved this.

d. To note progress on opening a pension scheme with NEST.

Councillors noted this.

e. To note the requirement for all Councillors to complete a new Online Register of Member Interests form.

Councillors noted this.

f. To consider the payment of the Chairman's Allowance for 2018/19.

Councillors unanimously agreed that a payment of £250 would be made for 2018/19.

g. To consider making a S137 donation to FIND (Families in Need).
Councillors unanimously agreed that a donation of £700.00 be made.

10. Allotments

a. To note any update on the long term future of the allotments.
Councillors noted that there had been no contact from the landowner or their agent.
Councillors agreed that the public footpath would need clearing as this is the only access to the allotments and it is overgrown again. This is the responsibility of the landowner.
ACTION: Clerk to contact the land agent.
Councillors agreed that plottolders would also need to clear their individual access.
ACTION: Clerk and the Chairman to investigate the problem.

b. To note the current occupancy of the allotments.
Councillors noted this.

11. Village Maintenance

a. To consider the quote for the maintenance work on the milestone at Hackneys Corner.
Councillors unanimously approved this.

c. 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.
The quote was not available, so Councillors agreed to take this item forward.

d. To note progress on a reply from SCC Highways regarding replacing the Village Gateway signs.
Councillors noted that SCC Highways had not yet replied to the Clerk's email asking for details of the process. ACTION: Clerk to follow up.

12. Churchyard and Cemetery.

a. To note any update on the purchase of land for the extension of the Cemetery.
None. Councillors noted this.

b. To note progress on the refurbishment of the War Memorial.
None. Councillors noted this.

c. To consider the Council's policy on reservation of burial plots at the Cemetery.
Councillors unanimously agreed that the full fee should be paid at the time of purchase.

d. To review the Cemetery fees.
It was agreed that this would be considered at the next meeting.

13. Village Hall

a. To receive a report from the Councillor representing the Parish Council as Custodian Trustee on the Village Hall Management Committee.
The Chairman informed Councillors that the VHMC was in the process of restructuring and that new Trustees were being appointed. A new Sports Club is being set up which will offer a wider range of activities. Councillors discussed the ownership of the fence and agreed that the Council should try and determine this on behalf of the VHMC. ACTION: Clerk to contact the Land Registry.

14. 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 - SALC Campaign Management and Marketing workshop - £29 +VAT.
Councillors unanimously approved this.

15. Finance

a. To note the following cheques signed out of Meeting.
None

b. To consider approving and making the following payments:

Shades Home Maintenance	May 2019 - Churchyard and cemetery maintenance. Litter picking. Bin installation x2. Marker posts for allotments. Hackneys Corner maintenance.	£1764.00	LGA 1972 s214(6) LGA 1972, s.215 LGA 1972 s111
Great Blakenham Parish Room	Room hire May 2019	£20.00	LGA 1972 s.111
Glasdon UK Ltd.	Two new dog waste bins and posts.	£590.23	Litter Act 1983 s 56
Janet Gobey	Clerks salary May 2019	£673.99	LGA 1972 s.111
Janet Gobey	Clerk's expenses - mileage for May 2019.	£13.05	LGA 1972 s.111
Great Blakenham Cinema Club	S137 donation	£315.00	LGA 1972 s.137
Gipping Valley Bowls Club	S137 donation	£250.00	LGA 1972 s.137
Village Hall Parent and Toddler Group (Lisa Ramsay)	S137 donation	£500.00	LGA 1972 s.137
Age Concern	S137 donation	£250.00	LGA 1972 s.137
Suffolk Carers	S137 donation	£250.00	LGA 1972 s.137
East Anglian Air Ambulance	S137 donation	£250.00	LGA 1972 s.137
River Gipping Trust	S137 donation	£250.00	LGA 1972 s.137
Headway Suffolk	S137 donation	£250.00	LGA 1972 s.137
Suffolk Search and Rescue (SARS)	S137 donation	£250.00	LGA 1972 s.137

Councillors unanimously approved these payments.

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

Councillors noted this and Cllr. Bowman signed the report to verify the bank balances in the Report against the paper bank statements.

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

Cllr. Bowman checked and approved this.

e. To approve the 2018 /19 Accounts.

Councillors unanimously approved this.

f. To note the Internal Audit Report for 2018/19.

Councillors noted this. ACTION: Clerk to draw up an Action Plan from the Internal Audit Plan.

g. To approve the Annual Audit Return - Section 1 Annual Governance Statement for 2018/19. Councillors unanimously approved this.

h. To approve the Annual Audit Return – Section 2 Accounting Statement for 2018/19. Councillors unanimously approved this.

i. To consider setting up direct debits to pay the following:

1. Anglian Water Business (allotment water supply).

2. The Information Commissioner's Office (annual Data Protection Registration fee).

Councillors unanimously agreed that these Direct Debits should be set up.

16. Reports

To receive reports from Councillors assigned to the following:

a. SnOasis Parish Alliance – Cllr. Plume.

None

b. Viridor Liaison Committee – Cllr. Plume

None.

c. Suez Liaison Group – Cllr. Bowman.

None.

17. Correspondence

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

Environment Agency (by email 28 th May 2019)	Consultation: Draft national flood and coastal erosion risk management strategy for England
SALC (by email 12 th June 2019)	The Local Councillor newsletter
SUEZ Recycling and Recovery UK Ltd (by email 1 st June 2019)	Suffolk energy-from-waste facility monthly site update for June
SALC Ebulletin (by email 14 th June 2019)	New training opportunities.

Councillors noted these.

18. To note the date of the next Meeting –

10th July 2019 at 7.30pm and any items for the Agenda.

The Chairman closed the Meeting at 9.20pm.