

# LITTLE BLAKENHAM PARISH COUNCIL MEETING

Minutes of the Meeting of Little Blakenham Parish Council on Tuesday 19<sup>th</sup> November 2019  
at 7.30 pm in the Village Hall.

Present: Wally Binder (Chairman), Stephen Wright, John Latham, Barry Palmer, Linda Keen.  
Clerk to the Council – Janet Gobey

County and District Councillor John Field.

The Chairman opened the Meeting at 7.30 pm.

1. To receive and approve apologies for absence.

None.

2. To consider any applications for co-option to the office of Parish Councillor.

Councillors considered an application for co-option to the Parish Council from Linda Keen.

Councillors unanimously voted to approve the request and Cllr. Keen signed the Declaration of Acceptance of Office.

3. Declarations 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.

4. Open Forum

a. To receive reports from District and County Councillors, if present.

Cllr. Field gave his report.

b. 15 minute Open Forum during which parishioners may ask questions and raise issues on matters that are not Agenda items. Councillors and parishioners will be able to ask questions and raise issues with District and County Councillors, if present.

No members of the public were present.

5. To approve the Minutes of the Meeting of the Parish Council held on 19<sup>th</sup> September 2019 and the Extraordinary Meeting held on 28<sup>th</sup> October 2019.

Councillors unanimously approved the Minutes of the Meeting of the Parish Council held on 19<sup>th</sup> September 2019 and the Extraordinary Meeting held on 28<sup>th</sup> October 2019. The Chairman signed both sets of Minutes as true and correct records of the Meetings.

6. To receive the update on Action Points.

Councillors noted the update on Action Points.

7. Planning

a. To consider any planning applications.

None

b. To note any planning determinations.

None

c. Any other planning matters.

To consider road safety issues on the B1113 between the SUEZ EFW plant junction and the Suffolk Water Park.

Councillors agreed that there is a problem with visibility at the bottom of Pound Lane. The hedges used to be cut back by Highways, but this is no longer happening and there is a history of accidents and near misses at the junction. **ACTION:** Clerk to report to Highways. There is a flooding issue on the B1113 (Water Park side) going towards Bramford and this is causing drivers to swerve into the opposite carriageway. **ACTION:** Clerk to report to Highways.

The traffic lights on the B1113 at the Suez end of the Common are difficult, especially for drivers who do not know the road. Councillors agreed that there should be an extra traffic light permanently on green for the straight through lane. **ACTION:** Clerk to contact Highways.

d. To note any update on SnOasis Reserved Matters.

The Chairman reported that there was no confirmed for another meeting of the SLG. The website set up by YourShout to keep Councillors up to date with progress on the project has no information on it.

e. To note any update regarding the EA Windfarm construction work.

Cllr. Wright reported that cable laying work continues, and the contractors are finding faults and problems. Some of the haul roads have been removed before work is completed.

f. To note any update regarding the Sterling Suffolk greenhouses project.

Sterling Suffolk have applied to Planning for approval for some amendments to the southern greenhouse. Councillors agreed to have an Extraordinary Meeting on 26<sup>th</sup> November 2019 to consider the application as it had arrived too late to be included on the agenda for this meeting.

## 8. Village Hall

a. To note the Village Hall Usage and Financial Report.

The Clerk reported that the Hall is still rarely used, with no regular bookings. There is £40 to be banked. The new PCC did not use the Hall for their Christmas Bazaar this year.

Electricity costs remain stable and in line with what should be expected with the low level of use of the Hall.

b. To receive an update on progress with completion of the lease.

Councillors noted that there had been no news on this from the solicitors. **ACTION:** Clerk to chase up.

c. To note the inspection report for the play equipment by the Village Hall.

The Clerk explained the error made by the inspector used by MSDC, who had visited the area next to the Hall and inspected the football nets, rather than the play equipment in the play area behind the Beeches. Councillors agreed that the Council would not pay for an inspection that had not been ordered and noted that the Clerk had made this clear to MSDC, as well as instructing them to arrange an inspection of the Beeches play area.

Councillors discussed the ownership of the football nets, as these are not Council property, and liability if there is an accident etc. **ACTION:** Clerk to check the Glebeland lease to confirm that the nets are on the land rented by the Council.

## 9. Governance

a. To consider any response on the consultation on proposals for new council divisions and division boundaries for Suffolk County Council.

Councillors agreed that they had no comments on this.

b. To note the Internal Audit Report Action Plan for 2018/2019.

Councillors agreed to take this forward.

c. To consider the Draft Policy on PrePlanning Contacts.

Councillors approved this unanimously.

## 10. Finance

### a. To receive the Clerk's Financial Report.

NOVEMBER 2019 FINANCIAL REPORT PERIOD 31/8/2019 to 31/10/2019

#### CHEQUES SIGNED SINCE LAST PARISH COUNCIL MEETING ON 17/9/2019

Anglian Water Business	Village Hall water	£13.48	Local Government (Miscellaneous Provisions) Act 1976, s.19
Janet Gobey	Quarterly Clerk's salary	£553.00	LGA 1972, s.111
HMRC	Quarterly tax and NI deductions	£19.00	LGA 1972, s.111
Nick Edrupt	Quarterly cleaner's salary	£90.00	LGA 1972, s.111
SALC	Six month's payroll service.	£27.60	LGA 1972, s.111
BMSDC	Annual payment for dog and rubbish bin emptying	£198.00	Litter Act 1983, s 5

#### PAYMENTS MADE BY DIRECT DEBIT PERIOD 31/8/2019 to 31/10/2019

25/9/2019	EON Village Hall electricity	£14.94	LGA 1972, s.133
11/10/2019	EON Village Hall electricity	£6.62	LGA 1972, s.133
28/10/2019	EON Village Hall electricity	£8.49	LGA 1972, s.133

#### **BANK BALANCES (at end of October 2019)**

##### **Treasurers Account**

Receipts - £2958.00 (second Precept payment)

Payments - £910.02

31/10/2019 - **£10,098.85** (minus one unrepresented cheque of £90.00)

##### **Deposit Account**

9/5/2019 - **£2933.87**

#### **RESERVES**

##### **GENERAL RESERVE**

50% of the Annual Precept, plus one month's running costs.

18/19 Annual Precept 50% = £2900.

One month's average running costs (17/18) = £500.

**TOTAL - £3400**

##### **EARMARKED RESERVES**

Replacement of electricity poles and replacement of light fittings with LED lights.

Approximate total cost of project = £9574.01

**£2000** is set aside as an Earmarked Reserve towards these costs.

Glebeland lease legal costs - **£2500**.

Contribution towards Village Hall upgrade costs - **£1725**

**TOTAL EARMARKED RESERVES - £6225**

**TOTAL RESERVES - £9625**

Councillors noted the Financial Report. Cllr. Wright signed the Report to verify that the balances stated in the Report matched those on the paper bank statements

### b. To review the General and Earmarked Reserves.

Councillors approved the revised Reserves unanimously.

c. To approve the list of payments to be approved and cheques to be signed.

**PAYMENTS TO BE APPROVED & CHEQUES TO BE SIGNED**

SALC	Training course – Running a Community Building as a Statutory Body	£42.00	LGA 1972, s.111
SuffolkCloud	Website hosting and support 1/11/19 to 31/10/20	£110.00	LGA 1972, s.111
Clarke&Simpson	Annual Glebeland rent	£75.00	Open Spaces Act 1906, s. 9 and 10
BMSDC	Supplementary dog and rubbish bin emptying invoice.	£33.60	Litter Act 1983, s 5

Councillors approved the making of these payments.

**11. Correspondence**

To note and consider any response to the following correspondence:

By email 12/11/2019 – letter from Suffolk County Council regarding the roadside nature reserve project review together with fact sheet for Little Blakenham.

Councillors noted this and agreed that there were concerns about the condition of the RNR and damage by traffic along the lane. **ACTION:** Clerk to contact the RNR team about replacing the marker posts.

**12. To note the date of the next meeting and any items for the Agenda.**

The next Meeting will take place on Tuesday 21<sup>st</sup> January 2020 at 7.30 pm in the Village Hall. No items were put forward for the Agenda.