

# LITTLE BLAKENHAM PARISH COUNCIL

## ANNUAL MEETING OF THE COUNCIL

Tuesday 21<sup>st</sup> May 2019 at 8.00 pm in the Village Hall

Present: Wally Binder, Stephen Wright, John Latham, Barry Palmer.  
One member of the public.  
The Clerk to the Council – Janet Gobey

The Chairman opened the meeting at 8.00 pm.

### AGENDA

1. To elect the Chairman of the Parish Council.

Cllr. Wright proposed Cllr. Binder. This was seconded by Cllr. Latham and unanimously approved.

2. To elect the Vice Chairman of the Parish Council.

Cllr. Binder proposed Cllr. Wright. This was seconded by Cllr. Palmer and unanimously approved.

3. To appoint members to any outside bodies.

The following appointments were unanimously approved:

Viridor Liaison: Cllr. Wright

SALC: Cllr. Binder

SnOasis S106 group: Cllr. Binder

4. To receive and approve apologies for absence

None.

5. 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

None

c. To grant any requests for dispensations as appropriate.

None

6. Open Forum.

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

These reports had already been received at the Annual Meeting of the Parish.

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 Councillor, if present.

Application number: DC/19/02252 - the demand for caravan storage was queried. Some concern was expressed about vehicle movements that would result from this.

7. Approval of previous Meeting minutes

a. To approve the Minutes of the meeting of the Parish Council on 20<sup>th</sup> March 2019.

These were unanimously approved and the Chairman signed them as a true and correct record of the Meeting.

8. To receive the Clerk's Update on Action Points.  
Councillors noted this.

9. Planning

a. To consider the following planning applications:

**Application number: DC/19/01793**

**Proposal and location of development:** Land at Blackacre Hill Bramford Road Great Blakenham.

Submission of details under Outline Planning Permission 2351/16 (Varied by Section 73 permission 1755/17) for Appearance, Landscaping, Layout and Scale of Phase 2 extending estate road approved under DC/18/01897 to eastern & central parts, provision of main services & balancing lagoon & Phase 4 for central warehouse unit plot.

Councillors agreed that they were concerned about another entrance/exit opening on to the B1113 as this will increase traffic on an already busy road and add an extra hazard for drivers. They felt that there should be a roundabout at the Suez junction to improve traffic flow and extra traffic lights on the B1113. Planning need to think about the major roads and junctions globally, not in isolation as each application comes in.

**Application number: DC/19/02252**

**Proposal and location of development:** Broomvale Farm, Bramford Road, Little Blakenham, Ipswich Suffolk IP8 4JU.

Planning Application - Use of land for the storage of caravans and erection of fencing.

Councillors agreed that they had no objections to this application.

b. To note any planning decisions.

**Application Number: DC/19/00478**

**Proposal and location of development:** Leather Bottle Cottage Leather Bottle Hill Little Blakenham Ipswich Suffolk IP8 4NG.

Householder Planning Application - Conversion of existing garage to ancillary annexe with associated decking.

**Decision:** Granted.

Councillors noted this.

c. Any other planning matters.

None.

d. To note any update on SnOasis Reserved Matters.

None.

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

This is now months behind schedule. Landowners are being paid compensation for the delay in clearing their land. The cost of the cable laying has now risen to £2.5 billion.

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

A meeting of the Liaison Committee is due to take place on 12<sup>th</sup> June.

10. Governance

a. To readopt the Suffolk Code of Conduct for Councillors.

Councillors unanimously agreed to adopt this.

b. To approve the Council's Financial Regulations.

Councillors unanimously agreed to approve these.

c. To approve the Council's Standing Orders.

Councillors unanimously agreed to approve these.

d. To approve the Council's Financial Controls procedures.

Councillors unanimously agreed to approve these.

e. To approve the Council's Asset Register.

Councillors unanimously agreed to approve the Asset Register.

f. To approve the Council's Risk Assessments.

Councillors unanimously agreed to approve these.

g. To approve the Clerk as RFO for 2019/20.

Councillors unanimously agreed to approve this.

h. To determine the dates of Parish Council Meetings for 2019/20.

Councillors agreed the following dates:

16<sup>th</sup> July 2019

17<sup>th</sup> September 2019

19<sup>th</sup> November 2019

21<sup>st</sup> January 2020

17<sup>th</sup> March 2020

19<sup>th</sup> May 2020

i. To consider the appointment of a new cheque signatory.

Councillors unanimously approved that Cllr. Latham be appointed as a cheque signatory.

**ACTION:** Clerk to obtain the necessary forms.

#### 11. Village Hall

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

Councillors noted this

b. To receive an update on progress with the new lease.

Councillors noted this and agreed that they were pleased that the lease was nearly ready to be signed.

#### 12. Finance

a. To receive the Clerk's Financial Report.

**PARISH COUNCIL MEETING MAY 2019 FINANCIAL REPORT - PERIOD 1/3/2019 to 1/5/2019**  
**CHEQUES SIGNED SINCE LAST PARISH COUNCIL MEETING ON 19/3/2019**

1/4/2019	N Edrupt - cleaner's quarterly salary	£90.00	LGA 1972, s.111
1/4/2019	Janet Gobey – Clerk's quarterly salary	£634.82	LGA 1972, s.111
5/4/2019	HMRC – tax and NI deductions	£27.60	LGA 1972, s.111

**PAYMENTS MADE BY DIRECT DEBIT 1/3/2019 to 1/5/2019**

25/3/2019	EON Village Hall electricity	£17.22	LGA 1972, s.133
11/4/2019	EON Village Hall electricity	£5.17	LGA 1972, s.133
1/5/2019	EON Village Hall electricity	£9.49	LGA 1972, s.133

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

##### **Treasurers Account**

Receipts – £5562.64

VAT Refund 17/18 - £2146.26

Precept 19/20 first instalment - £2958.00

Sterling Suffolk (Village Hall hire fees and Clerk's salary costs) - £128.38

Payments - £1755.98

**1/5/2019 - £10,332.67**

##### **Deposit Account**

Receipts - £1.32 (for period 29/6/2018 to 9/5/2019)

**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 this and Cllr. Wright signed the Report to confirm that the balances stated in the Report matched those on the paper statements from the bank.

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

**MAY 2019 MEETING - PAYMENTS TO BE APPROVED & CHEQUES TO BE SIGNED**

New litter bin	Glasdon UK	£259.46	Litter Act 1983, ss.5,6
Village Hall water	Anglian Water Business	£13.19	LGA 1972, s.133
Annual subscription	SALC	£135.06	LGA 1972, s.111

Councillors unanimously approved the making of these payments.

c. To consider any donations under S137 LGA 1972.

Councillors unanimously agreed to make the following payments:

SARS - £100.00

East Anglian Air Ambulance Service - £100.00

13. Correspondence

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

Suffolk Constabulary (via SALC) by email 12 <sup>th</sup> May 2019	Feedback required - Suffolk Constabulary Local Policing Model Evaluation
1 <sup>st</sup> April 2019 by email	Correspondence from the Sproughton Working Group regarding development in the Gipping Valley.
2 <sup>nd</sup> April by email	BMSDC consultation on Joint Area Parking Plan
17 <sup>th</sup> April by email	SCC Highways: Grass cutting 2019/20
15 <sup>th</sup> May by email.	April 2018 Half Yearly CIL Payments to Town and Parish Councils

Councillors noted these items.

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

Date of next Meeting - 16<sup>th</sup> July 2019. No items were put forward for the Agenda.

The Chairman closed the Meeting at 8.55 pm with thanks to all concerned.