



LITTLE BLAKENHAM PARISH COUNCIL

Minutes of the Parish Council meeting held at the Church Hall on
Tuesday, 19th November 2024 at 7.30pm.

Present:

Councillors: W Binder (Chairman)
 A Brown
 J Latham
 L Keen
 B Palmer

In Attendance Mrs J Blackburn - Clerk
 District Cllr A Marriott

LB60/24/25 – TO RECEIVE APOLOGIES OF ABSENCE

Apologies had been received from Cllr Wright and County Cllr Chambers.

LB61/24/25 – DECLARATIONS OF INTEREST

None had been received.

LB62/24/25 – TO RECEIVE APPLICATIONS FOR DISPENSATION

None had been received.

LB63/24/25 – TO APPROVE THE MINUTES OF THE MEETING OF 17TH SEPTEMBER 2024

It was AGREED: That the minutes of the meeting held on Tuesday, 17th September 2024 be approved as a true record and signed by the Chairman.

LB64/24/25 – PUBLIC FORUM

There were four members of the public present. The following issues were raised:

- Amount of horse manure on the roads in the village
- Hedgerows removed on Valley Road
- Litter Picking had been stopped
- Footpath signs - **Clerk to report**
- Highways verge – Bus Stop area, bottom of Somersham Road towards the Beeches – overgrown – **Clerk to report**

LB65/24/25 - TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR CHRIS CHAMBERS

Cllr Chambers was not present at the meeting. His report had been circulated prior to the meeting and would be published on the village website.

LB66/24/25 – TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLR ADRIENNE MARRIOTT

Cllr Marriott's report had been circulated prior to the meeting and would be published on the village website.

Cllr Marriott briefly went through her report and spoke on the following points:

- Household eligibility for winter support schemes
- MSDC Public Realm Enhancements
- Renewable Energy Initiatives
- The Council's Borrowing Position & Funds
- Reducing Right to Buy discounts and enabling councils to keep all the receipts generated by sales
- Social and Affordable Housing
- Money for the Affordable Homes Programme (announced in the Budget)
- Competition and Markets Authority's Housebuilding Study
- Public Health Update
- Flu Surveillance Data
- Flood and Coastal Innovation Programmes – mid-term report

LB67/24/25 - TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS

a) CLERK'S REPORT

The Clerk reported that an anonymous letter had been received in relation to a large number of hedgerows and trees being destroyed in the parish. The letter had also been sent to the District Council and the County Council.

A copy of the letter was given to the District Councillor for her to investigate further.

The Clerk also reported that the broken bridge on footpath 33 had been closed awaiting replacement. Also, the concrete and metal on footpath 41 at the steps had been removed and repair work was planned.

b) TO RECEIVE THE CLERK'S FINANCIAL REPORT

The Clerk reported on the Council's current financial position and movements since the last meeting. It was reported that the balance in the accounts on 11th November 2024 was £9,738.95.

c) TO AUTHORISE PAYMENTS AND NOTE RECEIPTS

The Clerk reported the following payments be authorised:-

HMRC	PAYE to end 5th Oct	170.40
Wave	Water for Village Hall	20.45
EON	Electricity for Village Hall	35.49
N Edrupt	Cleaners Pay (2nd QTR)	101.76
Jennie Blackburn	Clerk's Pay (Nov)	226.13
Jennie Blackburn	Clerk's Office Allowance/Exp (Nov)	40.50
CFB IT Solutions	Mailbox Hosting (Oct)	6.00
CFB IT Solutions	Mailbox Hosting (Nov)	6.00
EON	Electricity for Village Hall	37.53
SALC	Payroll for 6 months	56.40

It was AGREED: That payments totaling £700.56 be authorised and actioned by the Clerk.

The following receipts were noted:

M Whitton	Hal Hire	£10.00
MSDC	Precept (2nd instalment)	£3,830.00
M Woods	Hal Hire	£10.00
K Friars	Hal Hire	£40.00

d) **BANK RECONCILIATION**

It was AGREED: That the Bank Reconciliation be approved.

e) **DRAFT BUDGET – 2025/26**

It was AGREED: That the Draft Budget for 2025/26 be approved.

f) **ANNUAL SALARY INCREASE**

It was AGREED: That the annual increase of 4% be approved for the Clerk.

LB68/24/25 - PLANNING APPLICATIONS

None had been received.

LB69/24/25 – PLANNING DECISIONS

The following decision was noted:

Ref: DC/24/03120 - Planning Application - Erection of stables and construction of menage - Bankside, Leather Bottle Hill, Little Blakenham – **Granted**

LB70/24/25 – TREE AT LITTLE BOX MEADOW

An email had been received from a resident in relation to a large tree at Little Box Meadow that had become very large and needed lopping.

Cllr Binder explained that he had visited the resident and looked at the tree, as did other Councillors.

Members agreed that the resident needed to contact UK Power Networks as they should be able to lop the tree before it reached their cables.

LB71/24/25 – CITIZENS ADVICE BUREAU (CAB)

An email had been received from CAB in relation to work they do in the County and the ways they help people with their problems.

Members noted the work they did and agreed to consider a donation in the future.

LB72/24/25 – CARE TAKING – VILLAGE HALL

Cllr Keen asked whether the Parish Council had a Job Description for the Cleaner of the Village Hall to which the Clerk stated that as far as she knew there wasn't, but would check her files.

Cllr Keen felt that in the absence of one something should be put together and once the new Hall had been built a Care Taker role should be arranged.

She added that when sundries were needed such as soap for the kitchen, she would buy them. Members felt that this should be undertaken by the Cleaner and a reimbursement be made.

It was AGREED: That the Clerk liaise with Cllr Binder if a Job Description was not found.

LB73/24/25 – FEEDBACK FROM PORT ONE MEETINGS

Cllr Keen reported that she attends POLBEF meetings on behalf of the Parish Council, which includes Port One.

She explained that on the District Council's website, there is a funding pot that can be applied for, for a variety of projects and was worth bearing in mind.

The other part of the Port One meetings were the Parish Liaison Meetings, which she also attends. Unfortunately, the last one didn't take place due to the absence of Ben Shove.

LB74/24/25 – CHURCHYARD MAINTENANCE

The Clerk had circulated an email received from a resident in Bramford, who visits a relative's grave at Little Blakenham Churchyard.

The lady had approached the Parish Council to ask if the grass could be cut in the churchyard as it had become unkempt.

Members discussed the churchyard, with Michele Kenningale, Parochial Church Council (PCC), reporting that there was usually a cut once a year which was normally undertaken by herself and the Vicar, with no other offers of help from the community.

The Clerk reported that the Parish Council could contribute towards the maintenance of churchyards, but the correct procedure would be for the PCC to ask the Parish Council for the help. Payment could be made following receipt of an invoice for the works carried out.

Cllr Keen therefore suggested that the PCC decide if they wished to ask the Parish Council for a donation towards the maintenance and request the funding by email.

It was AGREED: That the Parish Council contribute towards the cost of maintenance at the churchyard.

LB75/24/25 - SPEEDING – VALLEY ROAD

Cllr Brown informed members that he had approached the Suffolk Police Speed Management Team in relation to setting up a Community Speedwatch Team following the offer to become a volunteer by six residents. Therefore, the process was underway and he would bring an update back to the next meeting.

LB76/24/25 – PLAY AREA

Cllr Brown reported that his CiL application missed the 31st October 2024 deadline but continued to pursue an application.

LB77/24/25 - VILLAGE HALL REBUILD

The Clerk reported that the extension of the Lease was with Solicitors and would be ready for signature in the near future.

She added that the CiL department at the District Council, as part of the application process, had requested a site visit along with Port One to discuss the re-build.

LB78/24/25 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

- Verge markers – Roadside Nature Reserve
- Traffic Monitoring – Cllr Chambers – Valley Road - chase
- Locality Budget available – District Cllr Marriott

LB79/24/25 - DATE OF NEXT MEETING

It was AGREED: That the next meeting be held at the Village Hall on Tuesday, 21st January 2025 at 7.30pm.

The meeting finished at 8.30pm.

Chairman: Dated: