

CHEVINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 11th August 2015 in the Village Hall.

Present: Cllr J Melero (Chairman), Cllr N Melero, Cllr CW Thurston; Cllr A McCormack, Cllr A Job and Mr C Lewis (Clerk/RFO). Mr D Doyle and Mr N Anthony were also present.

The Chairman welcomed everyone to the Meeting. Apologies were received from B Cllr Angela Rushen and C Cllr Terry Clements.

2. Declarations of Interest.

There were no declarations.

3. Minutes of the last Parish Council Meeting held on 13th May 2015

These were agreed and signed as an accurate record.

4. Chairman's Report

No report was given.

5. Borough Councillors Report

B Cllr Rushen's report was circulated to members via e-mail and a copy had also been placed on the Council's Correspondence file.

6. County Councillors Report

In the absence of C Cllr Clements, there was no report, but an earlier written report on current topics had been placed on the Council's correspondence file for members' information.

7. Police Report

There was no police presence at the meeting but a report had been received from PCSO Anthony Welford detailing crimes that occurred in the village over the past three months. These comprised the theft of a pedal cycle from outside the Greyhound Pub on 26 April. (A man was later arrested and charged with the offence); 7 rolls of steel sheeting plus barbed wire and two buckets of various fixings were taken from a field sometime between 30 April and 1 May; and 3 mountain bikes were also removed from an insecure shed between 31st July and 1st August.

8. Parish Councillor Vacancies

Following the electoral process in May, two vacancies remained unfilled. Mr Denis Doyle, (a Parish Councillor until May 2015) indicated that he now wished to continue in office. Following a brief discussion it was agreed that Mr Doyle could be co-opted as a Parish Councillor to fill one of these vacancies. This was proposed by Cllr Thurston and seconded by Cllr N Melero. Following completion of the necessary documentation Cllr Doyle was welcomed back to his former role.

Mr Neil Anthony indicated that he too would like to apply for co-option to fill the remaining vacancy. Cllr J Melero invited Mr Anthony to observe the proceedings and if still interested, to come along to the next meeting where the necessary formalities could be completed.

9. Parish Councillor Reports

(a) Vehicle Activated Signs (Cllr N Melero) - Cllr Melero confirmed that a flashing sign had been placed at the Village Hall for most of June. He explained that the village shares the sign with Whepstead and Chedburgh on rotation, and it was therefore unlikely to be seen again in Chevington until late August. Good relationships had been established with the other villages and co-operation between the three parishes was strong.

Data from the first deployment of the sign indicated that most drivers exceeding 35mph, did so either during the early morning or late at night. However, at other times when commuters and school children are about (eg; 08.00-09.30 & 15.30 – 17.00) there was evidence that drivers are moderating their speed at these times.

It had been reported that at New Road (an authorised site for VAS) one of the 30 mph signs facing drivers as they enter the village had been damaged. SCC Highways had been advised and it was hoped a new sign would be in place soon. Cllr Melero believed other locations in the village, such as along Chedburgh Road, (near Factory Lane) also offered potentially good sites for a VAS. It was agreed Hen Abbot (SCC Highways) should be invited to Chevington to assess possible new sites. The arrival of two sets of spare brackets to assist installation of the signs was confirmed. –Action: Clerk

(b) Fire hydrants (Cllr Doyle) – Cllr Doyle referred to a fire hydrant at a field entrance along New Road where Anglian Water had recently carried out repairs but failed to erect the necessary fire hydrant sign. It was agreed that Anglian Water should be contacted about this. *Action: Clerk*

10. Clerk's report

(A) Parish Council Insurance - the Clerk had been asked to verify the Council's assets prior to the renewal of the Council's insurance policy on 1 October. Apart from one minor discrepancy regarding a grit bin, which would be investigated, councillors were satisfied that all assets were properly covered by the policy.

(b) Transparency Code - an introductory page to be posted on the village page on the "One Suffolk" website was reviewed and agreed by councillors with minor additions. The Clerk explained that the minutes, financial information and audit report were now all ready to load. He confirmed the site would go live once the necessary changes had been endorsed. *Action: Clerk*

(c) St Edmundsbury Autumn Parish Conference - This was to be held on 12th October –in Haverhill –however, the venue had still to be confirmed. Cllrs J & N Melero confirmed their willingness to attend. Cllr Doyle hoped the issue of litter thrown from cars could be raised at this forum. He explained that London had introduced a new law whereby in such cases the car's owner is always deemed responsible. He felt that a similar law should be enacted in St Edmundsbury.

(d) SALC Summer Briefings - Cllr Job expressed an interest in attending the Planning Essentials Briefing at Fornham St Martin Village Hall on 27 August. Clerk to arrange. *Action: Clerk*

11. Planning cases

The Clerk reported that since the last meeting two applications previously referred for the Council's consideration had now been granted planning permission by St Edmundsbury Borough Council. The applications referred to are:-

Old Mill House, Mill Road - (DC/15/0905/HH) - consent granted for a single storey and rear side extension removing redundant chimney stack; raise pitch of roof and insert new window on rear elevation

5 Maltings Close – (DC 15/0875/HH) consent granted for front extension.

Additionally, the Council was consulted by the landowner about options for the development of land to the rear of **Mill Farm Bungalow**. Whilst the Council had no objection to development on the site its strong preference would be for two dwellings rather than one large dwelling. This was in line with the findings of a recent rural profiling exercise which highlighted a need for more affordable housing in the village.

12. Footpaths

The Council's policy for the clearance of overgrown vegetation along public footpaths was reviewed. At present three paths were cut by Suffolk County Council (SCC) and over the past few years the Parish Council had taken the initiative to deal with other overgrown paths so as to provide reasonable access for walkers. A discussion ensued as to whether the parish had a duty to carry out this work, which was normally the responsibility of the landowner.

Despite a robust discussion during which differing opinions were expressed councillors were unable to reach any firm conclusion as to whether the Council should as a matter of process, instruct the landowner to clear overgrown public rights of way before taking action themselves as a last resort. It was agreed further research was needed to clarify which paths were dealt with by SCC and which of the other paths had a history of overgrowth. The matter could then be reviewed at the next meeting.

13. Satellite Navigation Issues – Church Street and Farrows Close

Reference was made to a letter received from Dr Ruthven which drew attention to the significant number of vehicles trying to access Ickworth House via Church Road/Farrows Close due to incorrect satellite navigation. Up to a dozen cars a day were needing to be re-directed, including some large delivery vehicles. The matter had also been reported to B Cllr Rushen, who had asked SCC Highways to order a “No Through Road” sign for the entrance from Mill Road and to contact those responsible for Sat-Nav systems to get the route altered. However, it was felt that a “No Through Road” sign may be insufficient to deter some drivers. Councillors believed that an accompanying sign reading “No vehicular access to Ickworth House” was also needed. The Clerk will discuss this with SCC Highways. *Action: Clerk*

14. Parish Council Finances

a) The following invoices and, claims were approved and cheques signed at the meeting:-

Ref	Invoice date	Payee	Activity or Service	Cost (£)
12	11/08/2015	Chris Lewis (Clerk/RFO)	Clerical and admin services from 14 May to 11 Aug 2015 including non taxable expenses.	465.00
13	11/08/2015	HMRC	PAYE income tax on Clerk’s Salary	111.24
14	31/05/2015	McGregor Services	Grasscutting – parish cemetery	180.00
15	31/06/2015	McGregor Services	Grasscutting – parish cemetery	180.00
16	31/07/2015	McGregor Services	Grasscutting –burial ground and one-off of clearance of two footpaths	276.00
17	18/06/2015	Westcotec Ltd	Provision of two brackets to assist mounting of VAS	192.00
18	27/05/2015	SALC	Parish Clerk –Transparency Code training	24.00
19	12/06/2015	Cllr N Melero	Purchase of padlock for VAS sourced from Reeve and Wright (Anglia) Ltd	9.00

b) **Lloyds TSB Bank Treasurer’s Account** balance on 31/05/2015 amounted to £29,778.65 (no statement had been received for June or July due to lack of transactions)

c) **External audit** – it was confirmed that the Annual return and all necessary documentation was submitted to the auditors BDO by the specified date.

15. Correspondence

The following correspondence was circulated for information, after the meeting:-

- (i) St Edmundsbury BC – Chedburgh ward profile – statistical information
- (ii) SALC – Fly grazing LAIS 1381 - liability involving cases where horses are grazing by the roadside etc.
- (iii) West Suffolk Joint Development Management Policies Document 2015
- (iv) Community Action News---Suffolk
- (v) SALC – Precept data –(not disaggregated)
- (vi) SALC –invitation to complete Rural Services Survey
- (vii) West Suffolk Community Resilience Newsletter

16. Any other business/ urgent matters

(1) Cllr McCormack invited councillors to consider whether any special events should be planned for the 100th anniversary of the end of the First World War. – (to be considered at next meeting).

(2) The Chedburgh Fete on 27th June had been very successful and so it was likely to be held again next year.

(3) The public footpath between Chevington and Chedburgh was said to be overgrown. It was understood that this was one of the paths cut by Suffolk County Council. Clerk to check and arrange cutting. *Action: Clerk*

17. Date of next meeting

the next meeting would be held in the Village Hall on Thursday 24th September at 7.00pm

There being no further business, the meeting was closed at 8.45 pm.

Chairman