

CHEVINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 19th January 2017 in the Village Hall.

Present: Cllr A McCormack, Cllr D Doyle; Cllr D Sweny, Cllr J Pettit and Mr C Lewis (Clerk/RFO). B Cllr A Rushen and Karen Soons were also in attendance. Apologies were received from CCllr T Clements.

The Chairman welcomed everyone to the meeting and introduced Karen Soons, a Conservative candidate in the County Council elections, to be held in May 2017.(see item 7)

2. Declarations of Interest.

Cllr Sweny declared an interest in relation to item 11(a).

3. Minutes of the Parish Council Meeting held on 8th December 2016

These were agreed and signed as an accurate record.

4. Matters arising from the previous minutes

Item 9(b) - Obstruction of a pavement in Mill Road - Cllr McCormack had spoken to the owner of the VW Caravelle who has now agreed to try and use the off street parking space at the adjacent bungalow, which is her place of work.

Item 10(c) – Safety works in Chedburgh Road - the Clerk confirmed that SCC Highways were about to start work to install fencing over the ditch next to no 105 Chedburgh Road.

Item 10(g) Annual risk assessment of Council assets - Cllr Sweny had been supplied with the necessary forms and would report at the next meeting.

5. Chairman's report and open forum

Cllr McCormack had attended a meeting of the Chedburgh, Chevington, Depden & Rede Community Council (CCDRCC) on 12th January. He reported that a new website, aimed at enhancing the Erskine Centre's profile in the area was to be launched soon. In addition, the building itself was to be "risk assessed" to identify any asbestos and installations which may harbour bacteria linked to legionnaires disease. There was discussion as to whether similar checks were needed at the Village Hall, but it was concluded that no inspections were needed at this time.

6. Borough Councillors Report

B Cllr Rushen gave a verbal report on developments over the past month. She reported that the Bury Master Plan would be going out to consultation next month and that the Abbots Gate development had now been given outline planning consent. However, there were significant traffic and flooding issues to resolve before detailed proposals could be considered

She also reported that St Edmundsbury Borough Council was seeking to take over responsibility for parking enforcement from the police. Of more immediate concern was the closure of part of Newmarket Road at the Railway Bridge from 13 February until 7th April inclusive. To ease traffic congestion during the closure period, parking would be prohibited on one side of Westley Road and other restrictions may be introduced in Tollgate Lane and West Road. In other initiatives, there are to be campaigns to discourage begging in Bury' Town Centre and to encourage dog walkers to clear up after their pets. It was recognised that in the latter case, the successful prosecution of offenders could be difficult to achieve.

7. County Councillors Report

Karen Soons advised that Cllr Terry Clements had decided not to re-stand as a Conservative Councillor and that in the run up to the election she hoped to visit and observe a number of parish councils within the ward to get a better feel for local issues.

8. Vacancies for Parish Councillors

Cllr McCormack reported that agendas had been left with Mr P Keegan and Mr R Keyes but as neither of these parishioners were present it was not clear as to whether they were still interested in joining the Council.

9. Parish Councillor Reports

(a) Defibrillators Cllr Doyle introduced the discussion. Defibrillators were increasingly being deployed in villages to save lives when someone suffers a cardiac arrest. The device is normally stored in a tamperproof container and costs around £2,000 plus installation. Fully trained volunteers would also be needed to operate the device. Councillors were particularly concerned about the costs and benefits as the nearest NHS First Responders were based only a short distance away at Wickhambrook. In view of this and doubts about attracting the required number of volunteers for training it was agreed the case for purchasing a defibrillator was not strong at this time.

10. Clerk's report

(a) Arrangements for VAS flashing speed sign deployment - the names of two parishioners who are prepared to assist with this work would be passed to Cllr Doyle, who would contact them directly. As Nick Melero had moved away from the village it was suggested they liaise with Ian Leggett (Chedburgh co-ordinator) as regards the duties to be performed. New hi-vis clothing would be needed for the individuals concerned.

Action: Clerk

(b) Requirement for additional pavement along part of New Road – SCC Highways have looked at the safety issues for children around Maltings Close junction and did not consider any additional works were needed. However, councillors felt there may be scope for a low cost improvement that would offer additional hardstanding. It was agreed that the options for this should be explored in detail at the next meeting.

(c) Removal of Public Telephone Box – Hargrave Road - BT have noted the Parish Council's objection to the removal of the phone box and had agreed that it may remain in situ for the foreseeable future.

(d) St Edmundsbury Parish and Town Forum – this is to be held at Barrow Village Hall on Tuesday 31st January. Cllrs Doyle and McCormack confirmed their willingness to attend.

(e) World War 1 – “Beacons of Light”– the Council had been invited to participate in the nationwide centenary commemoration of the end of the war. This involves the lighting of beacons and bonfires across the Country on the night of 11 November 1918 to symbolise the light of hope that emerged from the darkness of war. It was agreed that further discussion of this item be deferred to the next meeting.

(f) Community Emergency Planning AGM - this would be taking place on 17th February at the The Council Chamber, Mid Suffolk District Council Offices, 131 High Street, Needham Market. Whilst it was unlikely that Chevington would be represented it was recognised that the village's existing plan was now several years old and would soon be in need of revision.

(g) Transparency Fund -briefing for Clerks - it was agreed that the Clerk should attend this event, which was to be held at Mildenhall Parish Council Offices on 24th January

11. Planning referrals

Due to short deadlines the following cases had been referred to Councillors prior to this meeting using written procedures. The cases referred to are: -

(a) 6 Farrows Close (DC/16/2835HH) – this application comprised a garage conversion to living accommodation; the erection of a detached garage and store and cladding and render treatment to elevations. Councillors noted that the application was intended to modernise the property and add extra features – *there were no objections*.

(b) 1 Factory Lane (DC/16/2618). – an application for permission to add a single storey and rear extension. - *there were no objections to this proposal*.

12. Arrangements for the future processing of planning referrals

A paper setting out revised arrangements for processing planning applications was considered. The Clerk advised that change was needed because the deadlines set by the Planning Authority allowed only 3 weeks for responses. In addition, not all councillors were contactable by e-mail, which limited the scope for speedy internal communication.

Against this background it was proposed that all referrals requiring a response between meetings should only be passed to councillors with e-mail connections only for comment. In the event of a disagreement, the Clerk could negotiate a new deadline with St Edmundsbury BC to allow a full discussion in council at the next meeting. Applications received would be published on the Council's website and on the Village Hall Notice Board and all decisions would be reported at meetings and published in the minutes.

Following a short discussion it was agreed that all the recommendations set out in the paper (see Annex A) should be adopted. This was proposed by Cllr Doyle and seconded by Cllr Thurston -all agreed.

13. Village Hall Insurance – payment of premiums

Cllr Thurston referring to the Village Hall constitution, advised that the Management Committee had paid insurance premiums since its inception. Whilst it was normally the owner of the building that dealt with these expenses the position as regards the Village Hall was unclear as it had been gifted to the community. It was thought that other villages may be in the same position and it was agreed to contact other villages in a similar position, such as Great Barton to establish the practice there. In addition, SALC may also be able to offer advice on the legal position should the Parish Council wish to take over the responsibility. It was agreed to review at the next meeting.

Action: Clerk

14. Parish Precept 2017/18

The document requesting a precept of £6,520 from St Edmundsbury Borough Council (as agreed at the meeting held 8 December 2016) was duly signed by Cllr McCormack as Chairman of the Council.

15. Parish Council Finances

(a) The receipt of the following payment was acknowledged: -

Ref	date	Payee	Activity or Service	Cost (£)
2016 G	16/12/2016	Fulchers Funeral Service	Cemetery charge – interment of late Joyce Nye	85.00

(b) The following invoices were approved for payment: -

Ref	Invoice date	Payee	Activity or Service	Cost (£)
28.	19/01/2017	Chris Lewis (Clerk/RFO)	Clerical and admin services from 9th December 2016 including non-taxable expenses.	292.72
29.	19/01/2017	HMRC	PAYE income tax on Clerk's Salary	62.78
30.	31/10/2016 (received 6 Jan 2017)	McGregor Services	Grass cutting of parish burial ground October 2016	90.00
31.	01/12/2016	Community Action: Suffolk	Internet hosting fees (Pages on "One Suffolk "website) -Annual charge by Direct Debit	60.00

(c) **Lloyds TSB Bank Treasurer's Account** balance on 30/11/2016 amounted to £29,180.46

- (d) **Clerk's PAYE**– Whilst HMRC were asking employers to pay electronically the Clerk advised that under their Direct Debit arrangement a new written instruction is required for each payment. It was agreed to continue to pay by cheque whilst it remained viable to do so.

16. Correspondence

The following correspondence had been received: -

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| (i) | Suffolk Association of Local Councils | <i>Consultation on video conferencing -</i> |
| (ii) | Dept. of Energy and Climate Change | <i>SALIX and Parish Councils</i> |
| (iii) | ITV | <i>Search for 90-year-old drivers – (volunteers needed for new TV series)</i> |
| (iv) | Primary Care Supplies | <i>Information and flyers about defibrillators</i> |
| (v) | Suffolk Association of Local Councils | <i>Precept referendums and other matters – latest news and updates</i> |
| (vi) | Suffolk Association of Local Councils | <i>Local Councillor Magazine Winter 2016 for information</i> |
| (vii) | St Edmundsbury Parish & Town Forum | <i>Venue details and agenda</i> |

17. Any other business/ urgent matters

Fresh Start, an organisation based in Ipswich providing a treatment service for child sexual abuse across Suffolk, Norfolk and North Essex had requested a grant from the Council to support their activities. It was agreed that the charity's request should be considered at the next meeting

16. Date of next meeting

The next meeting will be held on Thursday 23rd February at 7.00pm in the Village Hall

There being no further business, the meeting was closed at 9.05 pm.

Chairman