

CHEVINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 23rd February 2017 in the Village Hall.

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

The Chairman welcomed everyone to the meeting

2. Declarations of Interest.

There were no declarations

3. Minutes of the Parish Council Meeting held on 19th January 2017

These were agreed and signed as an accurate record.

4. Matters arising from the previous minutes

Item 5 – New website for Erskine Centre – this was not found on a recent Google search and so its launch may have been deferred.

Item 10 Transparency code - the Clerk reported that funds were still available via SALC to help parishes meet the costs of compliance. Staff costs were insignificant but the Council needed a new laptop as the existing model was now 10 years old and very slow. It was agreed unanimously that the Clerk should submit a claim. **Action: Clerk**

Item 12 Arrangements for the processing of planning referrals - the arrangements agreed at the last meeting were now in place.

5. Chairman's report

Cllr McCormack was pleased to report a grant of £500 had been sought from B Cllr Rushen's Locality Fund towards the cost of a new commercial dishwasher for the Village Hall. Additional funding might be available from the Parish Council once a firm price had been confirmed. Confirmation of final costings for previous Locality funded items of A boards and a sound system were still awaited.

6. Borough Councillors Report

B Cllr Rushen report had previously been circulated. There were no matters arising.

7. County Councillors Report

An update from the County Council had previously been circulated. There were no matters arising.

8. Parish Councillor Reports

(a) Feedback from the Parish and Town Forum at Barrow on 31 January -Cllr Doyle reported that much of the discussion was about highways and planning. Mark Stephens (SCC Highways) had emphasised that more was being done to facilitate better co-operation between the County and Keir, the main contractor. This would include better monitoring and quality improvement in the application of road dressings to reduce the incidence of pot holes.

Planning applications were now fully accessible online. It was hoped parishes would continue to make a useful contribution to the planning process and not just "rubber stamp" referrals. It was also hoped that parishes would go paperless wherever possible but it was also recognised that not all parishes had the necessary equipment or expertise to comply and that this objective would only be achieved over time.

(b) Rubbish around the village (Cllr Doyle) - a change in the law would shortly be implemented whereby if litter is thrown from a moving vehicle, the owner of that vehicle could be prosecuted, irrespective of whether they had been personally responsible for the offence.

(c) Vehicle Activated Signs (VAS) (Cllr Doyle)- it was confirmed two volunteers had agreed to help with the setting up and taking down of the device whilst at Chevington. Training was to be organised by Ian Leggett (Chedburgh coordinator). It was hoped that subject to SCC approval additional posts might be erected in Hargrave Road and Old Post Office Road. It was also recognised that a new bracket is required for the Chedburgh Road posts (near Cherry Tree Cottage) and agreed that this should now be purchased – *proposed by Cllr Doyle, & seconded by Cllr Pettit.* **Action: Clerk**

(d) School bus stop – Maltings Close (Cllr Doyle) - a survey of the area around the junction with New Road had revealed there was sufficient land to add an area of hardstanding for those using the bus. Details of the likely costs involved would be sought from SCC Highways. **Action: Clerk**

(e) World War I -Beacons of Light 11/11/2018 – feasibility of holding a bonfire at Chevington (Cllr McCormack)- the general feeling among councillors was that there was no need for the village to participate. However, Cllr McCormack felt the event should be commemorated and indicated that he may arrange something privately.

(f) Hedges along Mill Road (Cllr Thurston) - in view of Cllr Thurston's absence this item was remitted to the next meeting.

(g) Footpath No 2 (Church -Red Brick Cottage) (Cllr Thurston) – following concerns expressed about an unstable bridge, it was agreed the matter would be reported to Suffolk County Council, to see whether a handrail might be provided. **Action: Clerk**

9. Clerk's Report

(a) Review of cemetery charges 2017 - A comparative list of the charges raised by Chevington and adjacent parish cemeteries were provided for councillor's information. It was agreed to defer further discussion until the next meeting when decisions would be taken on future charging. It was noted that charges had not been reviewed since 2011.

(b) SALC Planning Conference- 2nd March 2017 - it was confirmed that this event, giving further information on changing planning policies etc., was open to all parish councillors

(c) Village Hall Insurance - the Clerk advised that as the Village Hall had been established as a free standing charitable body, it was right that building insurance costs be met by the Management Committee. It had been established that other halls in the locality with charitable status were also meeting this condition. Confirmation from SALC was awaited as to whether the Village Hall needed to be shown as an asset on the Council's asset register as it was not the landlord but simply a Custodian Trustee.

(d) Claim for recoverable VAT - a claim for recovery of VAT paid for goods and services over the past 12 months had been submitted to HMRC.

(e) Governance Committee Meeting - the next meeting was scheduled for 16th March at the Village Hall. Attendees would comprise Cllrs McCormack, Pettit and Sweny and Chris Lewis (Clerk/RFO)

10. Planning referrals

In order to respond to the Planning Authority within their 3-week deadline, a proposal seeking the addition of a two-storey rear extension at **Cherry Tree Cottage, 95 Chedburgh Road, (DC/17/0084/HH)** was considered by nominated councillors using written procedures. There were no objections to the proposal.

11. Chevington, Horringer & Ickworth Footpath Modification Order.

A draft Footpath Modification Order relating to a path claimed by the Ramblers as a public right of way had been published by Suffolk County Council. The Council itself had no objection to the Order which showed the line of the path running from the bottom of Queen's Hill to the Monument. Subject to there being no objections within the statutory 28-day period, the Order would be confirmed.

12. Risk Assessment of Parish Council Assets

Cllr Sweny presented his report on the current condition of Parish Council assets. All assets were found to be in good condition not requiring repair or replacement. The details of a dog waste bin in Church Road, (which appeared to have been provided by the Parish Council) would be added to the asset register. In addition, enquiries would be made about the ownership of a park bench at the cemetery, which appeared in poor condition.

Action: Clerk

13. Vacancies for Parish Councillors

It was felt that a significant initiative, such as a leaflet drop might be needed, to encourage volunteers to apply for the remaining two vacancies for Parish Councillors. It was agreed to discuss the form this would take at the next meeting. Action: **All**

14. Applications for grant under Section 137 of Local Government Act 1972

Two applications for grant were considered from “Newstalk”, a magazine for blind and partially sighted people in the Borough, and “Fresh Start”, an organisation that supports abused children throughout Suffolk. Following discussion, the following grants were agreed:-
St Edmundsbury Newstalk - £50 donation
Fresh Start – New Beginnings £50 “ “

15. Parish Council Finances

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

Ref	date	Payee	Activity or Service	Cost (£)
2017	23/02/2017	Armstrong's Funeral Service	Cemetery charge – interment of late Ms Fisher (cheque awaited)	250.00

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

Ref	Invoice date	Payee	Activity or Service	Cost (£)
32.	27/01/2017	St Edmundsbury Newstalk	Section137 grant	50.00
33.	19/01/2017	Fresh Start- New Beginnings	Section 137 grant	50.00
34.	23/02/2017	Cllr Denis Doyle	Travelling expenses to Parish Conference at Barrow on 31 Jan 2017	5.85
35.	23/02/2017	Chris Lewis (Clerk/RFO)	Clerical and admin services from 20 th January to 23 rd February including non-taxable expenses.	401.08
36	23/02/2017	HMRC	PAYE income tax on Clerk's Salary	57.55

(c) **Lloyds TSB Bank Treasurer's Account** balance on 31/01/2017 amounted to £28,734.96

16. Correspondence

The following correspondence had been received: -

- (i) West Suffolk Councils *Info on Home Assistance Grants -*
- (ii) Community Action Suffolk – *Public Liability Cover for Community Groups*
- (iii) Royal Society for the Protection of Birds *“Achieving sustainable species recovery” – invitation to RSPB Conference to be held in Cambridge from 28 Feb -1 March (inclusive)*
- (iv) Community Action Suffolk *Newsletter -for councillors' information*
- (v) Suffolk County Council *-flood management in Suffolk -reporting arrangements etc.*
- (vi) St Edmundsbury Parish and Town Forum *-Forum agenda for meeting 31 Jan 2017*
- (vii) Mortimer Contracts Ltd *speculative enquiry re future grass cutting*

17. Any other business/ urgent matters

It was agreed that the following items would be discussed at the next meeting: -

- Broadband at the Village Hall
- Street lights

18. Date of next meeting

The next meeting will be held on Wednesday 5th April at 7.00pm in the Village Hall.

There being no further business, the meeting was closed at 8.58 pm.

Chairman