

CHEVINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 28th July 2016 in the Village Hall.

Present: Cllr A McCormack, Cllr CWJ Thurston, Cllr J Pettit and Mr C Lewis (Clerk/RFO). B Cllr A Rushen also attended to present her report.

The Chairman welcomed everyone to the meeting. Three members of the public, Ben Woolnough, Adam Bream & Derek Sweny also attended along with Debbie Benford, who was expected to shortly succeed Mr C Lewis as Clerk.

2. Election of Chairman 2016-17

The Clerk confirmed that in the period since the last meeting no nominations for the post of Chairman had been received. In these circumstances, Cllr McCormack offered to act as Chairman for the period to May 2017. Cllr McCormack's offer was welcomed by the other councillors. His appointment was formally proposed by Cllr Thurston and seconded by Cllr Pettit.

3. Declarations of Interest.

Cllr McCormack declared an interest in item 6.

4. Minutes of the Annual Parish Council Meeting held on 11th May 2016

The Parish Council minutes were agreed and signed as an accurate record.

5. Matters arising from the previous minutes

Item: 10 alleged sewage discharge -near Stonebridge Farm: the Clerk reported that the agent Savills, had investigated the claim but had found no evidence of a leak or overspill. It was agreed no further action was needed.

Item: 16: Footpaths (claimed footpaths between Chevington and Horringer): - the Clerk reported that it had not been possible to provide new evidence within the timescale specified by the County Council. However, the matter would be kept under review.

6. Re -development proposal - industrial premises in Factory Lane

Mr Ben Woolnough explained that he and Mr Adam Bream had been looking at the potential for the re-development of a largely redundant joinery workshop in Factory Lane. Mr Breen explained that the workshop was no longer economically viable and therefore, it was proposed to demolish the existing industrial buildings and build two new three bedroom detached properties on the site, each facing toward Factory Lane.

Whilst it was expected that up to six extra vehicles might use the lane on completion of the re- development, it was believed that overall, residents would see new housing as being beneficial. This was because if the site were to be sold for another industrial purpose, the extant planning permission places no restriction on hours of business or access by commercial vehicles, therefore the proposed change of use should result in fewer vehicle movements in Factory Lane.

Mr Woolnough commented that feedback on the proposal was welcomed. Councillors reviewed the draft plans and raised no objections in principle. It was recognised that a final decision on the award of planning permission rested with St Edmundsbury Borough Council as Planning Authority. Cllr Thurston believed the location of the development may cross the parish boundary with Chedburgh and he recommended that this be checked out before a formal planning application is submitted. (Cllr McCormack did not participate in any part of the discussion having previously declared an interest)

7. Chairman's Report

Cllr McCormack reported that the process to appoint a new Clerk had now been completed and he was pleased to welcome Debbie Benford to that role.

8. Borough Councillors Report

A copy of B Cllr Rushen's report had been placed on members' correspondence file for information. The proposed changes to the planning process were discussed. Cllr Rushen confirmed that she would be pleased to support cases where parishes needed more time to discuss novel or difficult cases in Council. However, it was recognised that in many cases, applications could be assessed between meetings using written procedures in order to achieve the Planning Authority's deadlines.

In relation to available funding, Cllr Rushen advised that £47,000 is still available in the Rural Initiative Grant Scheme (RIGS), a match funding grant which is used for capital projects of up to £10,000. She stressed that once this funding ran out, it would not be replenished.

9. County Councillors Report

Although C Cllr Clements was not present, a written report covering the past two months' activity had been received. This had been placed in members' correspondence file for their information.

10. Parish Councillor Reports

There were no reports from Councillors.

11. Clerk's report

- (a) Appointment of new Clerk – the appointment of a new Clerk was confirmed. The outgoing Clerk is to provide a handover in the period up to the next meeting. (**post meeting note**; Mrs Benford subsequently decided not to take up the post and it was agreed that the current Clerk would continue in post. The position would be reviewed again at the next meeting).
- (b) Footpaths- Sue Bruton had volunteered to walk the footpaths regularly and to notify the Council of any obstructions or other issues affecting walkers enjoyment of the paths. However, whilst she was prepared to take on the reporting aspect, she did not wish to become a full member of the Council. Following a short discussion, it was agreed that Sue's involvement could provide the Council with very useful intelligence on the state of parish paths and it was agreed unanimously, that her offer of assistance be accepted.

Action: Clerk

12. Vacancies for Parish Councillors

Cllr A McCormack introduced Mr Derek Sweny, who had expressed an interest in becoming a Parish Councillor. Mr Sweny had lived in the village for many years and was already involved in village affairs as a member of the Village Hall Management Committee. He was also known to Councillors who confirmed their support for his appointment. Taking these factors into account it was agreed that Mr Sweny should attend the next meeting where his formal co-option as a Councillor could be completed.

13. Future management of VAS flashing speed sign.

Following the resignation of Cllr N Melero in May, the Council had been considering how deployment of the sign, (shared with Chedburgh and Whepstead,) might be managed in future. Cllr Pettit had since volunteered to organise the fitting of the sign at the various positions around the village. It was noted that posts had recently been fitted at a new location along Chedburgh Road.

14. Planning cases

Applications to erect a single storey outbuilding at **Cresta Bungalow, Tan Office Lane (ref DC/16/1346HH)** and a side, front and rear single storey extensions at **Meadowbank, 4 Tennis Field (ref: DC/16/1382/HH)** had been referred to the Parish Council for comments. Following a brief discussion Councillors agreed that there was no objection to either proposal.

15. Parish Council Finances

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

Ref	Invoice date	Payee	Activity or Service	Cost (£)
2016 C	25/07/2016	Fulchers	Cemetery charge – interment of late Robert Clarke Pettit	85.00

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

Ref	Invoice date	Payee	Activity or Service	Cost (£)
09.	28/07/2016	Chris Lewis (Clerk/RFO)	Clerical and admin services from 12 May 2016 to 28 Jly 2016 including non-taxable expenses.	564.63
10.	28/07/2016	HMRC	PAYE income tax on Clerk's Salary	120.68
11.	31/05/2016	McGregor Services	Grass cutting – Parish Cemetery (May)	90.00
12.	30/06/2016	McGregor Services	Grass cutting – Parish Cemetery (June)	180.00
13.	30/04/2016	Suffolk Association of Local Councils (SALC)	Subscription to SALC 2016/17	301.24
14.	28/07/2016	Cllr A McCormack	Re-imbusement of cost of hiring a room at the Erskine Centre for the purpose of Clerk interviews	24.00
15.	28/07/2016	Chris Lewis (Clerk/RFO)	Re-imbusement of advertising costs for one insertion in Bury Free Press – to advertise Clerk vacancy.	196.70

(c) **Lloyds TSB Bank Treasurer's Account** balance on 31/07/2016 amounted to £32,113.50

16. Governance Committee

It was agreed that until further notice, membership of the Governance Committee should comprise, Cllrs McCormack & Pettit and the Clerk. The committee will in future meet twice per year during September and March.

17. Correspondence

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

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| (i) | Norfolk and Suffolk Devolution Presentations | <i>Details of meetings being held around the County to explain the devolution proposals.</i> |
| (ii) | Voluntary Network | <i>Launch of "Connecting Communities" Community Transport scheme</i> |
| (iii) | St Edmundsbury Borough Council | <i>Devolution – confirmation of consultative arrangements within St Edmundsbury</i> |
| (iv) | B Cllr Angela Rushen
St Edmundsbury Borough Council | <i>Information on Big Lottery Celebrate England Fund- Communities Together.</i> |
| (v) | B Cllr Angela Rushen
St Edmundsbury Borough Council | <i>Report for July 2016 - for Councillors information</i> |
| (vi) | Suffolk County Council | <i>Update on developments at the County Council during June/July (Cllr Clements report)</i> |

18. Any other business/ urgent matters

(1) In response to a question from Mr Sweny, Cllr Thurston confirmed that the Parish Council had access to funds that could be used to support unforeseen works expenditure in cases where the Village Hall Management Committee had insufficient resources of their own to cover such contingencies.

(2) Cllr Pettit advised that no action had been taken to fill a previously reported hole by the roadside in Chedburgh Road. It was agreed that this should be investigated.

Action: Clerk

19. Date of next meetings

The next meeting of the Parish Council would be held in the Village Hall on Thursday 15th September.

There being no further business, the meeting was closed at 9.10 pm.

Chairman