

`CHEVINGTON PARISH COUNCIL  
MINUTES  
Thursday 16<sup>th</sup> January 2020

Clerk: Frances Betts	Old Apple Farm
	The Green, Barrow
Tel: 01284 810508	Bury St Edmunds
	Suffolk
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Attendees: Chair Cllr McCormack, Vice Chair Cllr Agazarian, Cllr Doyle, Cllr Briggs, Mrs Betts Clerk/RFO, two parishioners and BCllr Chester

1. Public participation session (15 minutes)

Two parishioners attended enquiring if there was anything they could do to help give the village hall a make-over. A discussion followed as to what the Parish Council could and could not do to help the Village Hall Management Committee. One of the parishioners was interested in possibly joining the Parish Council and the Clerk will email more information to her. They asked if they could stay for the meeting and were assured, they could.

ACTION:Clerk

2. Chairman welcomed everyone to the meeting and made introductions. Apologies were received from Cllr Keagan and SCCllr Soons.

3. No declarations of interest by councillors were received.

4. The Minutes of the meeting of the Council held on 4<sup>th</sup> December 2019 were signed and dated as being an accurate record.

5. The Chairman's report was received.

1. A meeting with Anglian Water down at the pumping station in Church Road took place just before Christmas. It was too flooded for the CCTV camera to be used but the official was very helpful with how to tackle with further issues. The Clerk was given her personal work email address for ease with correspondence. Cllr Doyle has sent several more videos and photos of further flooding to the Clerk who has sent them on to Anglian Water. He requested that the Clerk contact the Environment Agency with each incident as they occur

ACTION:Clerk.

2. Our Water project – public meeting dates were discussed and the Clerk is to contact Benjamin and suggest some dates for a public meeting in March.

ACTION:Clerk

3. Payments for 1.5 pages in the Suffolk Heights Benefice magazine (Voted 04.12.19 Item 5:2) RFO to write out a cheque to be signed later in this meeting.

6. To receive the District Councillor's report

Cllr Chester discussed the final report of the Rural Taskforce that ran last year. Recommendations can be seen via the West Suffolk website. Cllr Chester will also look into the high and newly erected fence panels in Depden Lane which were not mentioned in the recently approved planning application at 60, Chedburgh Road. He will also look into the possible filling in of the ditch and the boundary creep that does not tally with the official plans.

7. To receive the County Councillor's report

The Clerk emailed this report to all Councillors prior to the meeting. The Clerk has been asked to email and congratulate Cllr Soons on her position as Chair of the Pensions Fund.

ACTION:Clerk

8. To receive Parish Councillors' reports

1. Cllr Agazarian

1.New village name signs. Cllr Agazarian has contacted several neighbouring Parish Clerks to request information from them about their signage. She hopes to set up a meeting with one of them to discuss this issue. She will also email SCCllr Soons to check the regulations that need to be followed. The Clerk has managed to find two companies that supply signs with price lists.

ACTION:Cllr Agazarian

2.Cllr Agazarian requested that the Clerk add notification to the website and noticeboard regarding the future closure of Old Post Office Road for electrical works to be carried out.

ACTION:Clerk

3.She also asked the status about the burial ground hedge cutting and the renovation of the bench. Cllr McCormack said that the contractors have the hedge on their list of works to do and that he would contact the parishioner who is renovating the bench to see how much longer it would take him. A debate followed about tidying up the burial ground and making it a nicer place to sit. The Clerk suggested having a marketing strategy where parishioners are encouraged to pre-purchase their plots so realising some funds.

ACTION:Cllr McCormack

2. Cllr Doyle

1. Ditch flooding in Church Road (see photo) Several areas in Church Road have got flooding due to ditches being full of debris. The Chair will contact each householder to discuss the issue of maintenance. There is also an overgrown ditch on Hargrave Road that also needs attention.

ACTION:Cllr McCormack

3. Cllr Keegan

1.New VAS machine. Although not in attendance Cllr Keegan had informed the Clerk that in principle Chedburgh were willing to share the cost of a new VAS machine. The Clerk is to check out prices for debate next meeting.

ACTION:Clerk

4. Cllr Briggs

1. VAS pole application progress. Neighbourhood letters are due to go out this month and once a period of a couple weeks has passed for comments to be received the application will be sent to the Highways department.

ACTION: Cllr Briggs

9. Parish Council Finances:

1. Receipts:

Invoice No	Receipt details	Amount	Statute Power	Cheque no
	CAS refund from website fee	£5.00	s112 LGA 1972	DD

2. To authorise payment of the following invoices:

Invoice No	Details of payee	Amount	Statute Power	Cheque No
39	Clerk/RFO salary	£790.60	s112 LGA 1972	998
40	Clerk/RFO PAYE	£133.40	s112 LGA 1972	999
41	Clerk expenses	£10.80	s112 LGA 1972	1000
	Suffolk Heights Benefice magazine (half year payment for first year)	£60	s112 LGA 1972	1001
	Little Teapots Preschool donation (See item 10:11 of this meeting)	£100	s137 LGA 1972	1002

3. The latest bank statements since the last meeting as per Financial Regulation 1.3.3 (self governance) were discussed and signed as being seen. Balance £29,109.42 on 31.12.19

*NB By Virement means a payment not budgeted for (and does not come under a statutory power) but is a necessary expense for the running of the Council*

10. The Clerk's report about progress of actions from last meeting was received.

1. Had a site meeting with Emma Crush from Anglian Water regarding the discharge flooding from the pumping station in Church Road. Sent various photos of flooding to her email.
2. Been involved with the complaint about 4X4 off roader vehicle along footpath between Depden and Chevington
3. Contacted a company for more information about street signs
4. Updated webpage
5. Researched application form for new VAS pole and drafted a letter for parishioners on Hargrave Road.

6. Reported loose kerb stone on Chedburgh Road
7. Been approached by Little Tea Pots for a donation
8. Been approached by Citizen's Advice for a donation
9. Most parishioners have acted on the letters sent them by Suffolk Highways with regards to overgrown hedges and bollards on grass verges. SCC to follow up those not complying.
10. Invite to working lunch on 21.01.2020 at Moreton Hall Community Centre with CAS. Two members of the Council expressed an interest in attending. Clerk to request places.

ACTION:Clerk

11. Request for s137 donations from Little Tea Pots for them to buy a couple of sets of foam bricks at £100 per set of 50 bricks. Following a debate Cllr Doyle proposed and Cllr Agazarian seconded that the Council donate £100 to the preschool under s137 LGA 1972 with future funds being given at the end of the financial year if funds allow. The following vote was unanimous. This in part is in recognition of their latest OFSTED report as OUTSTANDING. The Clerk was asked to send a congratulatory letter.

ACTION:Clerk

#### 11. Current planning applications:

1. DC/19/1082/HH – Cornerways, Old Post Office Road. [i] 2 storey front and side extension to include double garage (demolition of existing detached garage) [ii] raising existing roof height to create first floor into habitable rooms with dormer windows. (Approved)
2. DC/19/1268/FUL - 1no. dwelling (demolition of existing steel framed storage building) Location 60 Chedburgh Road Chevington IP29 5QY (decision pending). (Approved)

#### 12. Internet banking

Following a debate about how the Clerk is having to use her own personal funds to pay for Council business and the fact that with such a small number on the Council and the risk of a meeting being inquorate and therefore cheques would not be signed so stopping cheques being sent out to cover invoices, it was proposed by Cllr Agazarian that the Clerk should research the possibility of the Council moving to internet banking. This was seconded by Cllr Briggs. The Clerk mentioned that the Council's Financial Regulations will need to be re written and she will research this. The following vote was unanimous.

ACTION:Clerk

#### 13. Bus shelter in Chedburgh Road

The bus shelter is currently sited on the left-hand side as you enter Chedburgh Road opposite the Greyhound Pub. It has been noticed that most people leave the bus at this site and wait for the bus on the opposite side of the road where there is no shelter. This means passengers waiting for the bus can get wet in the rain. A discussion followed suggesting possibly renovating of the existing shelter and either erecting a sign suggesting they wait on the left side of the road under the shelter and then walk over the road one the bus arrives, or moving this shelter to the opposite side of the road, or even buying

a new shelter for the right hand side of the road. The Clerk will contact the local bus company to see if they will clean the shelter and also contact the original purchasers of the shelter, Suffolk Onboard Transport.

ACTION:Clerk

14.Advertising for filling Councillor vacancies

The Clerk has produced three colourful posters and after a debate it was decided that these be pinned up around the village. Cllr Agazarian suggested the Council look at this problem in a different way and consider holding an open meeting with refreshments encouraging younger parishioners to take part. She is also willing to ask Little Teapots Preschool if there are any young parent clubs in the area that she could approach to ask attending Chevington parishioners to get involved.

ACTION:Clerk and Cllr Agazarian

15.Parking in Depden Lane.

No residents in this area have come forward to complain officially about this problem, therefore the Council cannot take this issue any further. If there were official complaints in the future the Council would take it up again.

16.Agenda items for next meeting

1. Financial Standing Orders
2. Internet banking
3. Bus shelter
4. Village entrance signage
5. Flooded ditches

17. Date of next Meeting is Thursday February 27th 2020 at 7pm

VILLAGE WEBSITE CAN BE FOUND ON:- <http://chevington.onesuffolk.net/>

Deeds can be found at Greene & Greene Solicitors in Bury St Edmunds

Meeting closed at 21.26hrs

Signed \_\_\_\_\_

Date \_\_\_\_\_