

`CHEVINGTON PARISH COUNCIL
Draft MINUTES FOR MEETING HELD ON
Wednesday December 4th 2019

(NB. The agenda's numbers do not correspond with all the item numbers below due to a mistake by the Clerk when collating the agenda)

Attendees: Cllr A McCormack (Chairman), Cllr L Agazarian, Cllr D Doyle, Cllr Keegan, Cllr Briggs, Clerk Mrs F Betts, SCCllr K Soons, DCllr M Chester, Benjamin Locksmith from Suffolk County Council Highways Dept, and a member of the parish.

1. Public participation session (15 minutes) Mr Benjamin Locksmith from Suffolk County Council Highways Department Flood and Management Team gave a 30 minute presentation on the project 'Our Water'. The Clerk will write up a report and send it to the Benefice magazine for publication in the new year. This project will need several keen volunteers.

ACTION:Clerk

The parishioner wished to observe the meeting in progress.

2. The Chairman welcomed everyone to the meeting and made introductions. There were no apologies for absence.
3. No declarations of interest by councillors were received.
4. The Minutes of the meeting of the Council held on 10th October 2019 were signed and dated as a true and accurate record.
5. The Chairman's report was received.

1. **Anglian Water and pumping station in Church Road.** There has been a problem contacting Anglian Water and the Clerk was asked to arrange a meeting at a suitable time for Councillors to attend.

ACTION:Clerk

2. **Continuance of using the Benefice news.** Following on from a meeting with the Editor of the Benefice news the Council will be charged £112 a year for a 1.5 pages per edition. (with a charge of £60 for 2020). After some discussion it was proposed to pay this amount to continue using the magazine to get our news out to as many parishioners as possible. This was proposed by Cllr Keagan and seconded by Cllr Briggs. The following vote was unanimous and the Clerk will contact the Benefice news editor to rely the news.

ACTION:Clerk

3. **Parochial Church Council requesting permission to allow water spoilage to run off into ditch on border of burial ground and church cemetery.** It was proposed that a letter of agreement for four test pits to be drilled on Parish Council burial land within the ditch bordering Church land would be written and sent to the project manager via the Rev S Hill. Proposed by Cllr Briggs, seconded by Cllr Agazarian with the following vote being carried. However, this does not give actual permission for the full works to be carried out, just the test pits.

4. Hedge at boundary of Burial Ground and Church land. The contractor has added this project to his list of works. Cllr Agazarian and Cllr McCormack are to arrange a meeting with said contractor.

ACTION:Cllr McCormack & Cllr Agazarian

6. There was no District Councillor's report due to the perda period as we are in a General Election period. He stayed for the meeting to speak at item 11. The Chair thanked Cllr Chester for his service and attention during 2019 and wished him a Happy Christmas.

7. The County Councillor's report will be sent via email when received. The Chair thanked Cllr Soons for her service and attention during 2019 and wished her a Happy Christmas.

8. The following Parish Councillors' reports were received

1. Cllr Agazarian

1.New village name signs. Cllr Agazaran has been in contact with some local neighbouring villages regarding their signs and how and where they bought them. She ahs also spoken to SALC and they are to send her some information. The Clerk has been sent a brochure from a company that supplies village entrance signs and is to obtain some prices.

ACTION:Clerk

2. Cllr Doyle

1. Fencing in Depden Lane. See item 11

2. Tree in Old Post Office Road and the broken bus windscreen. SCC Highways have sent a letter to the land owner to deal with this old tree

3. Cllr Keegan

1. Speeding in New Road. Cllr Keegan has heard that several speeding tickets have been issued following the police speed camera unit being in use.

3. Cllr Briggs

1. Community Speed Watch. Following on from contacting local neighbouring villages to join in with a CSW scheme Depden are asking for volunteers to join in with the scheme and Chedburgh have also shown an interest.

2. VAS pole in Hargrave Road. Cllr Briggs has begun to fill out the form to apply for a pole in Hargrave Road. He has identified a suitable site and needs a letter to be drafted to advise properties on this road of the intention to site a pole.

ACTION:Clerk

9. Parish Council Finances:

1. Receipts:

Invoice No	Receipt details	Amount	Statute Power	Cheque no

NIL			
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2. To authorise payment of the following invoices:

Invoice No	Details of payee	Amount	Statute Power	Cheque No
37	Expenses for Clerk/RFO	£23.40	s112 LGA 1972	992
38	Payment to West Suffolk Council for election expenses. Paid by Clerk so expense cheque goes to Clerk	£21.34	s112 LGA 1972	993
0051	CAS for annual website	£60	s112 LGA 1972	D/D
3866	For 1 x grass cut at burial ground to McGregor Services	£90	s214(2) LGA 1972	994
8979	Chevington Village Hall rental 6 hours at £5 an hour	£30	s112 LGA 1972	995

3. Bank statement since last meeting [as per Financial Regulation 1.3.3 (self governance)] was discussed and signed as being seen. Bank balance from 18.10.19 was £29,707.60

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

4. The Minutes from the budget meeting held on 14th November 2019 were signed as a true and accurate record of the meeting.
5. The Chair and Clerk signed the precept application form for 2020-21. Clerk to send to WSC.

ACTION:Clerk

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

1. Highway's Reporting Tool reports:

Ref No	Description of issue	Status of issue
Reference: 00256264	Old Smithy, Old Post Office Road Large leylandii hedge growing across the road.	Reported:17.10.19 to Matthew Fox personally. Email received to say that owner has been sent a hedge notice to prune hedge asap.
	Bridleway sign at Chevington end of the Depden/Chevington bridleway at the end of Depden Lane. Incidence of 4x4 vehicles using it as a route.	Reported 26.11.19 via customer services email

	Dead tree branch overhanging Old Post Office Road just past Queen's Lane junction. Double bus window was hit by it	Reported via Customer Services with photo on 26.11.19
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2. The Clerk and Cllr Doyle have had a site meeting with Matthew Fox from Suffolk Highways regarding fire hydrants around the village, all outstanding overgrowing hedges, all bollards and obstructions on grass verges across the village. He has taken photographic evidence and will look into boundary ownership and ownership of grass verges and will deal with them accordingly. Most of the fire hydrants thought to be damaged turn out to be wash outs and none are damaged. All fire hydrants are in good working order. Clerk has contacted Anglian Water to remove all old broken signage left in the verges. 26.11.19 Clerk chased up Mr Fox for up-to-date information regarding his findings. Anglian Water have removed all old bollard signs that were lying on the grass verges.
3. The Chief Fire Officer was sent a copy of our report to the correct department who phoned the Clerk. The Clerk was able to say that the Highways Officer who she met with in October was able to deal with the situation.
4. Flooding at the end of Church Road by the pumping station. The Environment Agency have contacted the Clerk following her report of the flooding incident in October 2019. There is permission granted for discharges to enter the nearby stream during periods of heavy rain. The officer will be investigating the reason as to whether there are any issues relating to infrastructure in the coming days and let you know the outcome. The Clerk has received a letter from the local MP to say that he will contact Anglian Water too.
5. Rural South Neighbourhood Watch. The Clerk has re-joined the Council so that all Cllrs receive the email notifications of criminal activity within this area of Suffolk. Volunteers are needed to step up as Neighbourhood Watch Reps.
6. Following the collection of data from the VAS machines the Police speeding team have placed New Road on their RED alert strategy which should mean the police speeding cameral van visits this site weekly to record vehicles speed and issue penalty tickets if need be.
7. West Suffolk Council Planning Consultation "The Strategic Housing and Economic Land Availability Assessment (or SHELAA) is an assessment of land for housing and economic development. The draft report is now being published for stakeholder consultation from 9am Tuesday 15 October to 5pm Tuesday 26 November 2019". The Clerk wrote a comment via email on behalf of the Parish Council.

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. (decision pending)

2. DC/19/1268/FUL - 1 no. dwelling (demolition of existing steel framed storage building) Location 60 Chedburgh Road Chevington IP29 5QY (decision pending). New application submitted under original reference. Clerk has contacted the planning department to ask for more information. This application prompted a discussion about the new amended application for this property. The Council have asked Cllr Chester to look into the statutory planning procedures needed to erect such a high fence. The Council do not object to the demolition of the existing steel structure and the building of a new detached house. However, there is some concern about the contractor's vehicles and where they will park during the building process as this area is already over congested with parked cars.
ACTION:Clerk

12. 'Our Water' project presentation took place at the beginning of the meeting. It was agreed that the Clerk would write a short article for the next Benefice magazine to call for keen volunteers to help with the mapping of the villages water courses.

ACTION:Clerk

13. Suggested charitable donations under s 137 LGA 1972.
After some discussion it was suggested that the Clerk looks into local charities that may be used by Chevington parishioners during 2020. In the mean time it was proposed to send two cheques to Gatehouse Charity in Bury St Edmunds. **[1] £50 for the Christmas project of Christmas day dinner at St Benedict's School and for [2] £150 to send to the food bank.**
[1] Proposed by Cllr Doyle, seconded by Cllr Briggs with the following majority vote for the proposition, and [2] proposed by Cllr Keagan and seconded by Cllr Agazarian with the following majority vote for the proposition. Cheques were written and signed there and then. Clerk to post to charity in time for Christmas. [1] cheque No .000996 and [2] cheque No 000997.

ACTION:Clerk

14. Meeting dates for 2020. These will appear on the website in time for the new year.

15. Parking in Depden Lane.
Following an email from a parishioner who lives in this area via Cllr Soons, the Chair will follow up the concerns raised and this item will appear as an agenda item in 2020.

16. Agenda items for next meeting
 1. Internet banking
 2. Bus shelter on Chedburgh Road outside the Greyhound pub.
 3. Advertising for new Parish Councillors to fill two vacancies.
 4. Parking in Depden Lane
 5. s137 LGA 1972 local charities
 6. Anglian Water and the local pumping station

17. Date of next Meeting is Thursday January 16th 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