

^CHEVINGTON PARISH COUNCIL
Draft MINUTES FOR MEETING HELD ON
June 27th 2019

Attendees: Cllr McCormack (Chairman), Cllr Agazarian, Cllr Doyle, Cllr Keegan, Cllr Briggs. DCllr Chester and CCllr Soons

1. Public participation session (15 minutes) No members of the public attended.
2. Chairman welcomed everyone. There was no need to introduce people and 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 16th May 2019 were signed as true and accurate record.
5. The Chairman's report was received.
 1. Visited parishioner about burial ground rules and regulations
 2. Bank signatory changes. Cllr Briggs needs to pop into Lloyd's Bank with several items of proof of identity and sign some forms. Cllr Briggs to organise this.

ACTION: Cllr Briggs
 3. WWII 75th Anniversary beacon. The Chair has been approached by an event organiser who is asking all Parishes to commemorate the end of WWII by lighting a beacon. As Chevington does not have an open, central space, it was thought that maybe the Benefice could get together at Chedburgh and organise a joint beacon. The Chair will discuss this idea with Chedburgh PC's Chair.

ACTION: Cllr McCormack
 4. Report of a parishioner who fell off the verge between The Greyhound and the garage on Hargrave Road was given. There was a short discussion about informing all parishioners that these grass verges on the front of their properties edging the road are actually part County Council property and must be kept clear of objects and all hedges must be kept in an orderly manner. These verges need to be kept clear as they are needed as escape routes if a large vehicle meets another vehicle on the narrow road. Clerk to add an article into the Benefice magazine to remind parishioners.

ACTION:Clerk
6. The District Councillor's report was received. A copy of which is on the website. Briefly: the rural taskforce initiative was unveiled. Cllr Chester would like all Parish Councillors to help with this plan. All aspects of rural living, including employment opportunities, social opportunities and travel and road improvements will be looked at. Please contact Cllr Chester on mike.chster@westsuffolk.gov.uk
7. County Councillor Soons reported that she was looking into various appeals from families affected by the removal of free school bus travel and that she had walked several routes to see the actual problem the children will face. Cllr Doyle led a vote of thanks for all her hard work over the various problems

we have had with Suffolk Highways and thanked her for organising the meeting the Council had last week at the Rougham site

8. To receive Parish Councillors' reports

1. Cllr Agazarian

1. Village name signs. Kier are the company given the job of maintaining these signs. They have reported that they have no budget for repairs. Cllr Soons says that her locality budget has been hit hard by parishes asking for help. She suggested the PC looked into sourcing new signs themselves. The Clerk reported that she often gets emails from companies claiming to produce village name signs. Next time she receives one she will forward the email on to all councillors so that they can look into the feasibility of sourcing new ones.

2. SALC newly elected Councillors course

This short two-hour workshop was well received and all who attended felt it was beneficial. One point raised that the bank statement be signed by a Councillor with the words 'Verified and seen by.....' added to the statement for future records.

2. Burial ground maintenance

Cllr Agazarian wondered if the hedge bordering the land with the church cemetery could be cut back and tidied up. The Clerk was asked to obtain some quotes for the work to be carried out. It is thought that this hedge has not had serious maintenance since the PC took over the land in 1979.

ACTION:Clerk

3. Cllr Doyle

1. Fire Hydrants around the village. Several are in need of maintenance. The Clerk was asked to contact Anglian Water for repair.

ACTION:Clerk

4. Cllr Keegan

He reported that he stopped a speeding car outside his house as the driver had slowed down to tell him to shut his car door as the road was narrow. She was rude and sped off ignoring the 30mph limit. This is just one incident of many speeding incidents within the village.

5. Cllr Briggs

1. Community Speed Watch. He will contact Suffolk CSW and ask if they could have someone to come to the next meeting to discuss this issue with all the Council.

ACTION:Cllr Briggs

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

1. SALC speed indicator device questionnaire completed
2. Sent email to second parishioner about rules and regulations for the burial ground who continues to disagree with the policy.
3. The VHMC have rescinded their request for the Parish Council to purchase a third dog waste bin on the grounds that the costs are very high. Sent an article to the Benefice magazine asking parishioners their views on this matter
4. Carried out annual financial and GDPR risk assessments.
5. Been contacted by Whepstead PC Clerk regarding buying share in another VAS machine. Research carried out and sent to Clerk.

6. Email to Local Suffolk Police regarding Cross County Lines and Speeding issues and NHW scheme. (<https://www.ourwatch.org.uk/about-us/>)
7. Phone call resulting from email as above. (see item 12 below)
8. Attended the meeting at Suffolk County Highways in Rougham at the beginning of June. Very positive outcome received.
9. Several overgrown hedges and overgrown pavements have been reported to Suffolk Council via its highways tool. The following have also been highlighted as being overgrown - opposite the Greyhound, The Old Rectory and Church Road at its junction with New Road but have not had a report number as yet. To be re-reported.

ACTION:Clerk

10. The following have been reported (I will report all Highway's issues in future agendas/Minutes as a record of how our issues are being dealt with)

Ref No	Description of issue	Status of issue
Ref No 00243525	Two large potholes on Old Post Office Rd	Work to be carried out within 5 days of email received (19.6.19)
Ref No 00243527	Overhanging branches Old Post Office Road	Cut back and job done
Ref No 243522	Overhanging hedge on Hargrave Road	Not able to do anything until after bird nesting season
Ref No 243523	Overgrown vegetation on Chedburgh Road	Not able to do anything until after bird nesting season

Clerk to take photos of the bollards and logs that have appeared on several verges along Old Post Office Road to see if they need further action. Clerk to write an article for The Benefice news to explain Highways' Rules and Regulations with relation to road verges.

ACTION:Clerk

11. 'general power of competence' as mentioned in a SALC email on June 6th 2019. Chevington Parish Council does not meet the criteria to sign up to this power as the Clerk does not hold the necessary qualifications.
12. Missing sign at Grange Mill entrance. Cllr Chester is now looking into it following on from an email from Cllr Soons.
13. Attended District Cllr Chester's meeting regarding village hall funding
14. Received quote to sublimate two documents. Following on from a short discussion it was proposed that two copies of the Burial Ground Regulations are sublimated from this company that quoted. Cllr McCormack proposed, Cllr Agazarian seconded and the following vote was unanimous. Clerk to arrange the printing. The footpath map is not of a high enough quality to copy and Cllr Briggs will look at it and see if it can be redrawn or made clearer.

ACTION:Clerk and Cllr Briggs

15. Re-declaration of compliance for Pension Regulator completed.

10. The following planning application was considered:
 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. The consultation period ends of 28th June. Clerk to write the following concerns back to the Planning Dept.

“1. Concerns about the second storey being added on top of original bungalow footing and 2. The design is very different from its neighbours and a hope that this does not set an example for more houses of this design to be built within the village”

ACTION:Clerk

The following are continuing through planning:

DC/19/0896/HH – Gate Cottage, Church Road. Single storey side extension – (decision pending)

DC/18/1614/FUL – Greyhound Public House, Chedburgh Road. Change of use from A4 (public house outbuilding) to C1 (Guest Accommodation) – retrospective (decision pending)

12. The VAS reports were discussed as well as the phone conversation the Clerk had with Jon Gerrish, Suffolk Police Community Liaison Officer. The request from Whepsted Clerk regarding sharing the purchase of a new VAS machine was sceptically received. Councillors think that these VAS machines are ignored by those drivers that need to slow down. Cllr Briggs would like to investigate the Community Speed Watch initiative and suggests that volunteers from several villages come together. He will seek out more information and possibly arrange for someone to come and talk to the Council and fellow village councils sometime in the future. Clerk to let other Clerks know of decision.

ACTION:Clerk & Cllr Briggs

With reference to the phone call the Council have been asked to collate 12 months' worth of VAS data and then devise a report with average speeding figures and decide which road they want the Police to target with their cameras. It was suggested that the August meeting specifically discusses all speeding matters.

ACTION:Clerk

13. Annual Asset Register was signed and dated

14. Annual financial risk statement and internal control statement were signed and dated

15. Parish Council Finances:

1. Receipts:

Invoice No	Receipt details	Amount	Statute Power	Cheque no
	NIL			

2. To authorise payment of the following invoices:

Invoice No	Details of payee	Amount	Statute Power	Cheque No
31	Mrs F M Betts (Clerk/RFO) Salary for Apr, May, June 2019	£949.20	s112 LGA 1972	972

32	Mrs F M Betts (Clerk/RFO) PAYE for Apr. May, June 2019	£172.80	s112 LGA 1972	973
33	Mrs F M Betts (Clerk/RFO) expenses	£23.40	s112 LGA 1972	974
22165	SALC – newly elected Cllrs workshop	£82.80	s112 LGA 1972	975
3718	McGregor Services – 2xcut Burial Ground grass	£180.00	s214(2) LGA 1972	976
	Cllr Doyle's mileage claim 12 miles return journey to Horringer	£7.80	s112 LGA 1972	977
	Cllr Briggs's mileage claim 12 miles return journey to Horringer	£7.80	s112 LGA 1972	978

3. Discussion over the bank statement since last meeting as per Financial Regulation 1.3.3 (self governance) took place and then they were signed and dated.

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. Annual Audit forms were signed (Clerk printed off the wrong ones last meeting). Clerk to email them to external auditors.

ACTION: Clerk

5. Confirmation of Lloyd's TSB Bank Account balance as of the 31st May 2019 is £32,962.72. Bank statement signed as verified by Cllrs. (This will now happen each month as part of the Council's self governance.

16. Agenda items for next meeting. Please contact Clerk by August 22nd 2019.

17. Date of next Meeting **Thursday August 29th 2019**

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

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