

Monks Eleigh Parish Council

Minutes of Meeting held on Wednesday 19 June 2019 in the Committee Room, Monks Eleigh Village Hall at 7.30pm

Present: Cllrs Angela Forrest (Chairman), Patti Derry, Elizabeth Evans, Alan Braithwaite, Will Sykes Victoria Keitley-Webb and Tony Woodgate
County Cllr Robert Lindsay and District Cllr Brynn Hurren (7.55pm)

Attending: Lucinda Rogers (Clerk) and 6 members of the public

1/19 Apologies for Absence

None

2/19 Election of Chairman

Cllr Forrest was proposed Cllr Derry and seconded by Cllr Keitley-Webb. All Cllrs present also agreed. Cllr Forrest signed her declaration of office.

3/19 Election of Vice Chairman

Cllr Forrest was proposed Cllr Derry and was seconded by Cllr Braithwaite

4/19 Co-option of Councillor

Cllr Forrest proposed that Will Sykes be co-opted to the council – all Cllrs agreed

5/19 Declaration of Interests and Requests for Dispensation

Cllr Derry disclosed her interest in the item for double yellow lines on the corner of The Swan pub and village green.

6/19 Minutes of the meetings held on 25th March and 15th April 2019

Minute 130/18 25th March 2019 was altered to read that County Cllr Lindsay offered to donate £250 towards play equipment and £250 towards a second defibrillator. The minutes of the meetings were approved by the councillors and signed by the Chairman as correct record.

7/19 Report from County Cllr Robert Lindsay –

Bus 112 to lose subsidy, along with 22 other routes.

As you probably know in May passengers on the bus 112 which runs twice a week from Bildeston to Sudbury via Monks Eleigh were told that their route was stopping at end of June and this was at first confirmed to me by Highways officers. Shortly afterwards they explained there had been an administrative error and the bus will continue. I was told that the contract has been renewed until July 2022.

However, the budget agreed for this financial year includes a £340,000 cut from the county's rural bus subsidy and yesterday (18th July) it was announced the axe has now fallen on 23 routes of the 61 that are subsidised, including the 112. There are five other routes in my division also losing their subsidy. They are 461 and 462 between Hadleigh and Stowmarket and the 120 between Whatfield, Elmsett and Ipswich. Also the 377 and 379 which go through Brettenham and Thorpe Morieux to Bury. I have already written to Mary Evans, the cabinet member for Highways to

express dismay at these cuts which fall so heavily on our area. Many passengers have no alternative to getting to town.

Restrictions on recycling

The amount of goods that can be recycled in Suffolk has reduced, with TetraPak cartons and metal items such as pots and pans no longer being accepted in recycling bins. This decision was made by the Suffolk Waste Partnership following a refurbishment of the Material Recycling Facility near Great Blakenham, because the new sorting equipment that is being installed will not be able to separate out cartons.

Cartons and metal items will now need to be taken to household recycling centres. Also, new restrictions on composting mean that households can no longer put kitchen waste into brown bins.

Ofsted rates Suffolk County Council Children's Services "outstanding"

After a week-long inspection in April, Ofsted have given Suffolk County Council Children's Services an "outstanding" rating, an improvement from the previous rating of "good" in 2015. Suffolk County Council is one of only seven in the country to achieve this rating, and the positive report is testament to the hard-working frontline staff at the council.

Monks Eleigh playground equipment and defibrillator

As discussed at our last meeting, I'm happy to contribute £250 to each of these projects (£500 in total).

New "task and finish" groups to scrutinise education

Suffolk County Council has pledged to set up "task and finish" groups to scrutinise education issues, such as home-to-school transport and SEND placements. The council previously had a dedicated Education Scrutiny Committee, but this was dissolved in 2017.

My group has requested that any meetings should be open to both the public and the press, to ensure the scrutiny process is transparent.

Boundary Commission to rejig county council ward boundaries

Having gone through the tortuous exercise of changing Babergh District Council ward boundaries, the Boundary Commission has given itself the task of reviewing Suffolk County Council division boundaries because some of them have significantly more voters than others. They will first ask for views of the council as to whether the number of councillors needs to change. Even if the number of councillors remains the same, the boundaries will have to change to ensure divisions are more equally sized. I would prefer councillor numbers to at least remain the same, because I believe fewer councillors means worse representation for residents and parishes.

8/19 Report from District Cllr Bryn Hurren

Babergh now has shared political control and a non-political cabinet. Conservatives 15, Independents 8, Green 4, Liberal Democrats 3 and Labour 2.

Moving the office to Ipswich lost 20% of staff and has not saved money. Cllr Hurren has 6 villages in his ward. He is involved in clearing up the Pin Mill area, on the CAB committee, Chair of Audit & standards and has always been on the Scrutiny Committee. He also volunteers with the Quay Theatre.

The Budget is the main issue – it was raised 3% last year. The Local Plan is moving forward; there is a good landbank for housing. Issues raised in Monks Eleigh recently

include: speeding on the main street, buses being cut, location of the bottle bank, water at the allotments. Cllr Hurren does not have a locality budget but donated £20 personally towards the new defibrillator.

9/19 Public Forum

There are enough funds to purchase the new defibrillator: £700 British Heart Foundation, £500 Cllr Lindsay and donations from the village hall and parish council. It is very appropriate to have one at the busy village hall.

If you need to ring 999 for a patient, you must stay with them to receive advice and for the emergency services to best direct you to a defibrillator.

The Swan corner parking – the issue is poor visibility and blocking the pavement access. A short stretch of double yellow lines would deter parking. James Cartlidge will be joining a Speedwatch session.

Buses – Parish Council to write to other villages on the 112 route to form a community group and also to write to James Cartlidge and Suffolk County Council to request a proper public consultation.

10/19 Correspondence

Merchant Navy Day – Cllr Braithwaite to follow up and enquire about purchasing a red ensign.

Kernos Centre – Clerk to write to say donations considered at the January meeting
Highways self-help – council needs to report what they propose to do. Will require risk assessments to be covered by insurance.

Risk Assessments to be carried out by Cllr Forrest and Clerk for playing field, Causeway, village green, Swingleton green, verges of The Street

Bees Orchids – it appears these are in Chelsworth – Clerk to respond

CAS Insurance – the renewal will be a new policy with Parish Protect – to be looked at when renewing.

11/19 Appointment of Parish Representatives

Chairman - Cllr Forrest

Vice Chairman – Cllr Derry

Footpaths & Highways – Cllr Evans

Millennium Green representative – Cllr Woodgate

Playing Field & Affordable Housing – Cllr Keitley-Webb

SALC Representative – Cllr Sykes

Internal Auditor – Cllr Braithwaite

Asset Manager – Cllr Braithwaite

Village Hall Representative – Cllr Forrest

Planning – Cllr Derry

12/19 Recreation Field

This is still in progress

13/19 Yellow Lines at the corner of The Swan and Church Hill

Clerk to arrange meeting with Community Engineer with Cllr Evans, John Naylor and Don Reynolds

14/19 Grass Cutting Contract

Risk assessment to be carried out – as above

15/19 Grit Bins

Grit bins are located at:

Church Hill

Highlands Road on the corner

Swingleton Hill at the bottom but needs to be moved where the grit heap is

The grit bin at Foysters needs to be moved closer to Stackyard Green

Need new green grit bins at:

Lower Byfield

Playing Field entrance

Swingleton Hill – halfway up and also at the top

Clerk to check Highways records and check the ordering procedure.

16/19 Dog Bin at Hampling

The path runs along private land from The Street to the allotments at the back of the church. Agreed to provide a dog bin. Clerk to obtain price for bin and if there is a bin emptying cost. Clerk to reply to Jenny Hood

17/19 Swingleton Green Tree Surgery

Cllr Evans called out Openreach who inspected the trees which were all fine apart from the oak tree. Openreach will return to remove a large branch. Cllr Evans to pass information to Clerk so a reply can be sent.

18/19 Finance

- a. The Financial Regulations were reviewed and approved.
- b. The Internal Audit report was noted as follows: The council to review the Financial regulations during the year of Audit and minuted; to include reference to GDPR in the council's risk assessment; to review fidelity cover in line with recommended guidelines of year end balances plus 50% of the precept; the council's response to the Internal Audit to be minuted and the External Auditor's report be reviewed at a meeting and minuted with any actions to be taken
- c. The Annual Governance Statement for the year end 31st March 2019 was completed by the Council and signed by the Chairman and Clerk
- d. The councillors also noted the income received since the last meeting and reviewed the bank reconciliation against the bank statements.
- e. All cheques signed and due for signing as itemized in the appendix were authorised by the councillors.
- f. The cheque book signatories were agreed as: Cllrs Derry, Forrest and Braithwaite. Cllr Derry to action with Barclays.

19/19 CIL Bid

Cllr Forrest has been discouraged from making a bid as the CIL money from the development at the Old School site will allow a purchase.

20/19 Green at Causeway Adjoining Back Lane

Clerk to forward email with conditions to carry out such work from Cllr Lindsay so it can be considered at the next meeting.

21/19 Defibrillator

The Cllrs agreed to donate £250 towards the cost of the new defibrillator

22/19 Speedwatch

Speedwatch is up and running with ten trained volunteers. They have held four sessions. It was agreed to purchase a new battery for the speedgun £34.85+vat.

23/19 Planning

Babergh gave permission to reduce the crown and spread by 30% of a walnut tree at 3 Swingleton Green.

A Notice of Discharge of Conditions for the former Monks Eleigh CP School site was given listing the refused and the approved conditions.

24/19 Action List

The action list was reviewed and updated – see attached

The meeting closed at 9.35pm

Appendix - Financial Report

Income received since 1.4.19

Whitehead	Polegate rent	30.00
Thompson	Allotment rent	15.00
Babergh	Precept	8868.00
Perry	Allotment rent	15.00
Buchanan	Allotment rent	15.00
		<u>£8943.00</u>

Expenditure since 1.4.19

L Rogers	Clerks expenses April	20.95	LGA 1972
L Rogers	Clerk's wages April	418.25	LGA 1972
L Rogers	Clerks wages May	418.25	LGA 1972
SALC	Subscription	250.38	LGA 1972 s111
ME shop	APM refreshments	49.20	LGA 1972
Suffolk County Council	Streetlights	1113.42	Highways Act 1980 s301
Speedar	Speedwatch jackets	33.24	Highways Act 1980 s274a
Community Heartbeat	Defibrillator pads	45.60	Public Health Act 1936 s234
L Rogers	Clerks wages June	418.2	LGA 1972
SALC	Cllr training	27.60	LGA 1972 s111
L Rogers	Clerks expenses June	60.20	LGA 1972
Information Commissioner	Subs	40.00	LGA 1972 s111
		<u>£1910.09</u>	

Schedule of verified invoices agreed for payment

Community Heartbeat	Defibrillator pads	45.60	Public Health Act 1936 s234
L Rogers	Clerks wages June	418.2	LGA 1972

SALC	Cllr training	27.60	LGA 1972 s111
L Rogers	Clerks expenses June	60.20	LGA 1972
Information Commissioner	Subs	40.00	LGA 1972 s111
		<u>£591.65</u>	

Unpresented cheques

Speedar	Speedwatch jackets	33.24	Highways Act 1980 s274a
Community	Heartbeat Defibrillator pads	45.60	Public Health Act 1936 s234
L Rogers	Clerks wages June	418.20	LGA 1972
SALC	Cllr training	27.60	LGA 1972 s111
L Rogers	Clerks expenses June	60.20	LGA 1972
Information Commissioner	Subs	40.00	LGA 1972 s111
<u>Total</u>		<u>624.89</u>	

Bank Reconciliation

Account	Statement Date	Statement balance	Actual Balance	Credit/transfers not shown	Unpresented cheques	Difference
Community a/c	31.5.19	£17,990.72	£17,365.83	£55.76	£624.89	£624.89
Business reserve	31.5.19	£8,872.55	£8,872.55	£0.00	£0.00	£0.00
Millennium a/c	31.5.19	£165.84	£165.84	£0.00	£0.00	£0.00
		£27,029.11	£26,404.22			

Action List

Minute	Action	Who
135/18	Follow up registration of ownership of playing field and Polegate with Land Registry via Holmes & Hill	Clerk
145/18	Fill in the gaps in between the tiles on the ground below the swings	In progress
145/18	Establish ownership of the fence behind the west end goal	Clerk
9/19	112 bus route cut – letters to other villages along route & to MP and SCC	Clerk
10/19	Merchant Navy Day – purchase of red ensign	Cllr Braithwaite
10/19	Kernos Centre – write to say donations considered at January meeting	Clerk
10/19	Risk assessments to be carried out for all grass cutting in village	Cllr Forrest & Clerk
10/19	Bee orchids are in Chelsworth- reply to be sent	Clerk
13/19	Arrange meeting with Community Engineer to install double yellow lines near pub	Clerk
15/19	Grit bins – check Highways records and how to order	Clerk

16/19	Dog Bin by Hampling – price of bin and emptying cost. Reply to jenny Hood	Clerk
17/19	Swingleton Green oak tree to have branch removed by Openreach – reply to parishioner	Clerk
20/19	Green at Causeway – forward email about conditions from Highways to all Cllrs	Clerk
143/18	Clerk to check her contract concerning increase in pay scale	Clerk
	Update website with changes	Clerk