

## **Monks Eleigh Parish Council**

**Minutes of Meeting held on Monday 28 January 2019 in the Committee Room, Monks Eleigh Village Hall at 7.30pm**

**Present:** Cllrs Don Reynolds (Chairman), Patti Derry, Chris Eames, Will Sykes and Victoria Keitley-Webb

**Attending:** Lucinda Rogers (Clerk) and 4 members of the public

### **108/18 Apologies for Absence**

Angela Forrest – on holiday

### **109/18 Declaration of Interests and Requests for Dispensation**

None

### **110/18 Minutes of the meetings held on 26 November**

The minutes of the meetings were approved by the councillors and signed by the Chairman as correct record.

**111/18 Report from County Cllr Robert Lindsay** – not present

**112/18 Report from District Cllr Clive Arthey** – not present

### **113/18 Public Forum**

Concerns were raised about speeding traffic through the village. A car crashed into a parked car at 7am recently resulting in the parked car being written off. Would it be possible to install speed calming measures such as a chicane near the United Reformed Church Hall going towards Lavenham as cars speed up from this point. Clerk to write to Suffolk County Council to ask for support in traffic calming. Another resident explained that Speedwatch has been successful in slowing traffic but more volunteers are needed to be effective. Clerk to chase up Speedwatch. The majority of people found speeding are local to the area so do talk to people you know who may drive fast. Clerk also to ask SCC for double yellow lines on the pub corner of Church Hill and The Street.

The Council were asked again if it be possible to have a permanent SID camera as it is doing well slowing traffic as it approaches. The SID is shared with Whatfield and research has found it works more effectively where there is an element of surprise. A discussion took place about the bank partly covering the pavement near Millennium Green and it was agreed to have a working party to remove the mud and debris. Also, a request for the shrubs to be cut back further where the pavement swaps to the other side of The Street to improve visibility of traffic.

### **114/18 Correspondence**

A complaint about dog fouling on the verge of Church Hill has been received. Clerk to report to the Environmental Protection Team at Babergh.

### **115/18 Recreation Field**

Clerk to contact solicitors Holmes and Hill in Sudbury about registering the playing field with the land registry.

### **116/18 Parking at Swingleton Green**

Clerk to write to the residents explaining that vehicles may not be parked on the village green.

### **117/18 Grass Cutting Contract**

There is a possible candidate to do the mowing work. Cllr Reynolds to contact him. If nobody to do it by the time it needs cutting, Cllr Reynolds will do the mowing until somebody is found. Cllr Reynolds kindly offered to purchase and donate a mulcher to reduce the mess after grass cutting.

### **118/18 Grit Bins**

The new bins have arrived and have been filled – unfortunately they are not all in the correct places so when they are empty they can be moved to the correct positions to reduce how far volunteers have to walk to spread the grit.

### **119/18 Finance**

- a. All cheques signed and due for signing as itemized in the appendix were authorised by the councillors. The councillors also noted the income received since the last meeting and reviewed the bank reconciliation against the bank statements.
- b. The councillors agreed the budget for 2019/20 at £17,865 - an increase of £72.00
- c. It was agreed to keep the Precept at £17,736 which gives the Parish a Council Tax Band D amount of £72.07. This is a small increase of 0.21% on 2018/19. The request form was signed by the Chairman, Councillors and Clerk
- d. It was agreed to increase the Village Hall precept from the Parish Council by 5% for 2019/20 so and increase of £123 – Cllr Derry abstained from this discussion and decision
- e. It was agreed to make the following grants to local organisations:
  - Sudbury Citizen's Advice Bureau £50
  - Mid Suffolk Citizen's Advice Bureau £50
  - East Anglian Air Ambulance £100
  - Suffolk Accident & Rescue Service £75
  - Wattisham First Responders £100
  - MAGPAS £50
  - Samaritans Ipswich £50
  - Victim Support £50
  - Suffolk Family Carers £50
  - What's On £20

### **120/18 Play Area Inspection Report**

The goal has been taken down but needs to be broken up prior to moving. The access to the recreation field needs to be improved for landscape machinery. Posts and bollards may need to be moved. The Village Hall Committee are helping with this. The inside of the recreation field needs cutting soon.

### **121/18 CIL Bid**

It was agreed that the Parish Council will put in a bid for the 123 CIL money in May 2019. Cllr Forrest has identified suitable companies and will get 3 quotes for the following: - adding a trim trail on the recreational ground with 7 pieces of

equipment, upgrading the children's play area with 1 or 2 pieces of additional equipment and resurfacing the children's play area.

#### **122/18 Preparations for the Annual Parish Council Meeting**

It was agreed that the clerk will invite a representative from Suffolk Highways to talk about traffic calming. Cllr Derry will invite local organisations and groups to give a brief update about their organisation. Cllr Derry to email invitation flyer to Clerk to print 260 copies

#### **123/18 Green at Causeway Adjoining Back Lane**

The Council are waiting to hear from County Cllr Lindsay about chasing up Highways on behalf of the Parish Council.

#### **124/18 Planning**

The planning appeal for the erection of solar panels at Maytree House has been withdrawn.

The discharge of conditions for materials and biodiversity for Stackwood Cottage, Stackyard Green (DC/18/0321 & DC/18/01322) have been received.

#### **125/18 Action List**

This was updated

#### **126/18 Councillors Reports**

Clerk to add the December SID results to the minutes

	<b>Oct 2018</b>	<b>Dec 2018</b>
<b>Average Speed</b>	29.3 mph	29.0 mph
<b>Maximum speed</b>	65.0 mph	70.0 mph
	At 04:00 from Lavenham	At 02:55 from Lavenham
<b>85% percentile</b>	34.2 mph	34.1 mph
<b>% speeders from West</b>	14.3 %	13.4 %
<b>% speeders from East</b>	6.1 %	7.7 %

Clerk to chase the broken street light in Lower Byfield

The meeting closed at 9.00pm

## Appendix - Financial Report

### Expenditure since 26.11.18

Avis sign for village green	114.00	Public Health Act 1936, s234
Community Action Suffolk website host	60.00	LGA 1972 s142
SALC training (budget)	17.40	LGA 1972 s111
SALC training (new clerk)	55.80	LGA 1972 s111
PKF Littlejohn external audit	240.00	
Monks Eleigh village hall grant	2460.00	LGA 1972 s133
Community Action Suffolk insurance	1048.49	LGA 2000 s101
L Rogers clerk's salary	904.36	LGA 1972
L Rogers clerk's expenses	19.11	LGA 1972
Pro-scape grass cut Sept	84.00	Open Spaces Act 1906, ss9&10
SALC training (bookkeeping)	18.60	LGA 1972 s111
HMRC national insurance	59.32	

### Schedule of verified invoices agreed for payment

L Rogers Clerks salary December	465.97	LGA 1972
L Rogers clerk's expenses Dec	12.15	LGA 1972
Millennium Green half share of Mower	799.50	Open Spaces Act 1906 ss 9&10
Community Action Suffolk Insurance	222.93	LGA 2000 s101
L Rogers clerk's salary January	465.97	LGA 1972
Hadleigh URC hall hire	88.00	LGA 1972 s133
NBB recycled furniture picnic bench	396.00	Open Spaces Act 1906 ss 9&10
SALC election training	15.00	LGA 1972 s111
Suffolk Macs clerk laptop check	96.00	LGA 1972

### Unpresented cheques

L Rogers Clerks salary December	465.97	LGA 1972
L Rogers clerk's expenses Dec	12.15	LGA 1972
Millennium Green half share of Mower	799.50	Open Spaces Act 1906 ss 9&10
Community Action Suffolk Insurance	222.93	LGA 2000 s101
L Rogers clerk's salary January	465.97	LGA 1972
Hadleigh URC hall hire	88.00	LGA 1972 s133
NBB recycled furniture picnic bench	396.00	Open Spaces Act 1906 ss 9&10
SALC election training	15.00	LGA 1972 s111
Suffolk Macs clerk laptop check	96.00	LGA 1972
<u>Total</u>	<u>2561.52</u>	

### Bank Reconciliation

Account	Statement Date	Statement balance	Actual Balance	Credit/transfers not shown	Unpresented cheques	Difference
Community a/c	31/12/18	£14,255.07	£11,693.55	£0.00	£2561.52	£2561.52
Business reserve	31/12/18	£8,868.13	£8,868.13	£0.00	£0.00	£0.00
Millennium a/c	31/12/18	£165.84	£165.84	£0.00	£0.00	£0.00
		£23,289.04	£20,726.52			

## Action List

Minute	Action	Who
97/18	Write to residents to say cannot allow parking on village green	Clerk
97/18	Investigate registering ownership of playing field with Land Registry	Clerk
102/18	Cllr Reynolds to remove 5 a-side goal	Cllr Reynolds/Adrian
102/18	Fill in the gaps in between the tiles on the ground below the swings	Who/how decide at next meeting
	To repair the fence behind the west end goal	Who/how decide at next meeting
80/18	Cllr Lindsay to chase up about green at causeway	Cllr Lindsay
103/18	Bid to replace 5 a side goals and trim trail of seven items	Cllr Forrest
98/18	Advertise/recruit for a grass mower person	Cllr Reynolds
113/18	Chase up Speedwatch	Clerk
	Letter to Highways speeding and double yellow lines near pub	Clerk
114/18	Refer dog fouling to Environmental protection team at Babergh	Clerk
122/18	Invite speaker about traffic calming for APM	Clerk
	Print flyer for APM and litter pick	Clerk
	Chase repair of broken streetlights	Clerk