

Monks Eleigh Parish Council

Minutes of Parish Council Meeting held on Monday 23rd November 2020 remotely via Skype at 7.30pm

Present: Cllrs Angela Forrest (Chairman), Patti Derry, Victoria Keitley-Webb, Elizabeth Evans, Alan Braithwaite and Will Sykes
County Cllr Robert Lindsay

Attending: Lucinda Rogers (Clerk) and one member of the public

76/20 Apologies for Absence

Cllrs Bryn Hurren and Tony Woodgate sent their apologies

77/20 Declaration of Interests and Requests for Dispensation

Cllr Braithwaite declared a non-pecuniary interest in the donation request item 21;
Cllr Derry declared a non-pecuniary interest in the Church Hill item 11.
No requests for dispensation had been received.

78/20 Minutes of the meetings held on 28th September 2020

The minutes of the meeting were approved by the councillors and signed by the Chairman as a correct record

79/20 Report from County Cllr Robert Lindsay

Speeding in Monks Eleigh Robert has spoken to the Road Safety team about installing a roundel 30mph sign painted on the road near Corncraft and has offered to pay for this from his Highways locality budget. He will update as he knows more.

Motion for 20mph default limit in residential areas voted down This motion that I proposed fell by 48 votes to 20 at full council on October 22nd as councillors voted along party lines. However, it gained support from the Labour group and from many in press and public so I hope it has started a debate. **This year's Suffolk Covid**

spending gap plugged by Government Suffolk County Council quarterly budget predictions show that the headline figures are that the budget for 2020-21 council is currently looking more or less on track with a net overspend of just £0.4m. A hole of £41m due to extra spending and lost revenue from Covid was plugged by £39.1m ringfenced Covid grants from Government and £1.7m additional spending from business rates. **Hadleigh Covid outbreak** A local Covid alert has been issued for Hadleigh following outbreaks at two care homes and at Hadleigh High. Issued on November 13 it said that in Hadleigh there had been 53 new cases in the last seven days. Most of these were at Magdalen House care home. There are also reported to be four pupils at Hadleigh High who tested positive (150 staff and pupils are self-isolating). The county council say they are working closely with the care homes to ensure testing and other measures are in place. People are being warned to stay at home except for essential trips. **Hadleigh Quarry expansion application rejected** I spoke against this application at the two recent Development and Regulation meetings held to discuss it. It was notable the majority on the committee against the

application rose from the first to the second meeting, despite the applicant slightly lowering its self-imposed limit on lorry movements with the second application.

Signage on the Street I have begun inquiries about getting 30mph roundels and extra 30 signs on the Street. I will let you know as soon as I have more. **Foodbank** It is estimated that the number of people claiming Universal Credit in Suffolk has increased by 75% since March and there has been a 238% increase in the amount of food handed out to single adults and families, from Suffolk's foodbanks. There are also 104,000 people still furloughed from their jobs. **Home But Not Alone phonenumber reactivated** The service was paused in August because of low call demand and the lifting of Covid-19 restrictions. However, in light of the new national lockdown, the service is now up and running again. The aim is to put people in touch with local voluntary help. The telephone number is freephone **0800 876 6926** and will be staffed from 9am to 5pm Monday to Friday. The Suffolk Advice and Support Service phonenumber (0800 068 3131) which helps those with debt, benefits employment or housing worries, is still running. **Hedgerow Survey** Just to alert you to the fact that data from this survey conducted by villages (including Monks Eleigh) between 1998 and 2012, has not yet been digitised but is held in boxes. This fact emerged during our biodiversity panel on which I sat at Babergh District. However apparently parish councils should still have the data, in hard copy for their own village. If it can be tracked down it could be useful when considering planning applications etc. A link to a summary of the survey with some very interesting information is here. It reveals that Monks Eleigh's survey was audited in September 2010. You had a high number of hedgerows with 8 or more species, a very good sign for biodiversity.

<https://www.eastsuffolk.gov.uk/environment/east-suffolk-greenprint-forum/suffolk-hedgerow-survey/>

Secret Voting Babergh Council moves tomorrow at its next full council meeting to online voting. I have raised concerns with the monitoring officer and chair that this effectively hides how councillors are voting. I believe there are now moves afoot to correct this. **Pavement parking – tightening up the rules** Together with my political group, I have responded to a Government consultation which proposes three options for tightening up this rather grey area. We have stressed the need for a default ban on pavement parking altogether ("option 3") in the paper, as has been the case in London since 1974. A default ban would still allow local authorities to create exemptions with a Road Traffic Order, as is the case in London.

80/20 Report from District Cllr Bryn Hurren

The most immediate challenge for the District Council at the moment is to set a balanced deliverable budget. At this present time we have a very large gap between what we have and would like to achieve and the money that we have to do it with. As I write this report the gap is a straightforward one million pounds, which, bearing in mind the total spend of the council is around 12 million, leaves us with a very big hole to plug. We will have to put up council tax by the statutory amount of 3% which has already been taken into account to get this close. The old car parking charges debate is now coming to the fore again which I have always opposed, but this time I may lose the argument on the vote, we will see. Our main problem is that our

receipts are down because of the Coronavirus pandemic and will not pick up again any time soon. Also, our costs have risen due to extra duties we have either chosen or have been asked to do. On a more positive note recently councillors were briefed on our new Joint Local Plan which is now about three years behind where I would have expected it to be. Having been very critical of how long it has taken, I am very relieved that it seems to be at last complete and has gone before the full council on the 9th November for debate and subsequent backing. It has now been fully endorsed and will now go on to be examined by an appointed planning inspector in the spring and hopefully will be statute by the end of 2021. This JLP, as well as having allocated sites for residential dwellings, will also include environmental policies and requirements for biodiversity which we have been working on for the whole of this year. In my role as chair of the Audit and Standards committee, it is down to myself along with members of my committee to see that all of the money we spend is properly audited and checked and that all of the contracts we enter into are open for tender and transparent. Also, all appointments are required to be advertised and open to all and any applicants. It also falls to my committee to see that standards in public life within the Babergh area are upheld and all elected councillors follow a strict code of conduct. Should there be any misdemeanours a panel is formed to sit in judgement to see that standards are upheld. Something which seems to be sadly lacking from our national government at this moment. Since we last met the country has been plunged into another national lockdown with all its traumas and hardship to our residents and businesses alike. We have once again been given finance to distribute to residents through a hardship fund and also set amounts to business's who have had to shut down due to current restrictions regarding trading and safety. The new business support grant is available to any business trading at w/c 2nd Nov and paying business rates. Businesses with a rateable value under £15,000 will receive £1,334.00 for the months closure and businesses with a rateable value between £15,000 and £50,999.00 will receive £2,000.00 and firms with a higher rateable value £3,000.00 all for a 28 day period. Babergh staff have been very quickly trained to do this work and hopefully this time keep all our other functions and duties running as well. Locally I have been told that the application for an extended mast at Swingleton Green is not likely to be returning in another format or size. Telephonica will try to plug the gaps in coverage by other means, possibly in less sensitive areas. I continue to push for a resolution to the safety issues at the semi derelict cottage in Back Lane, while we do have a budget to safeguard this house against intruders and trespassers, we do have to attempt to obtain the owners permission to carry out this work. I personally think that a post and close rail fence with keep out signs is all we should do to keep out thrill seekers but will have to bow to the experts on this one. I continue to follow and keep up with all local and district matters

81/20 Public Forum

No comments were made

82/20 Planning

- a. The councillors reviewed DC/20/04404 – Planning application to change use of land from agricultural to residential use and erection of four-bay garage and

carport with games room above at South House, Lindsey Road and resolved to make no objection

- b. The councillors reviewed DC/20/05134 – Planning application to Householder Application - Erection of first floor rear extension over existing single storey extension and creation of single storey linked extension - at Hill View, The Street and resolved to make no objection
- c. The councillors reviewed DC/20/05080 – Householder application – Erection of single storey side extension and double garage (following demolition of outbuilding). Replace porch roof. Replacement windows; internal staircase to access bedroom to attic space and insertion of window. Removal of chimney stack at 2 Foysters Hall, Monks Eleigh and resolved to make no objection
- d. The councillors reviewed DC/20/05081 – Application for listed building consent - Erection of single storey side extension and double garage (following demolition of outbuilding). Replace porch roof. Replacement windows; internal staircase to access bedroom to attic space and insertion of window. Removal of chimney stack at 2 Foysters Hall, Monks Eleigh and resolved to make no objection
- e. The councillors reviewed Notification for works to trees in a conservation area – 1no apple – fell as part of approvals DC/20/03277 and DC/20/03278. 1no plum – fell, 1no conifer – fell at Spring Cottage, Brent Eleigh Road and resolved to make no objection
- f. The councillors reviewed Notification for works to trees in a conservation area CD/20/04589 – fell 2no willow trees at Rushbrooks, The Street and resolved to make no objection
- g. The councillors reviewed DC/20/04809 – Planning application for erection of agricultural straw barn (Phase 1) at Highlands Farm, Highlands Road and DC/20/04810 – Planning application for erection of agricultural straw barn (Phase 2) at Highlands Farm, Highlands Road and resolved to have no objections
- h. Listed Building Consent has been granted for DC/20/03667 – Application for listed Building Consent – Replacement of defective and missing soleplate to part of rear wall and right-hand gable, studwork repairs, rebuild of brickwork plinth. Provision of new limecrete floor to ground floor study at Stackwood Cottage, Stackyard Green
- i. Planning permission has been granted for DC/20/03331/2 Application for Planning Permission and Listed Building Consent – Stackwood Cottage, Stackyard Green – Raise height of chimney stack by adding five courses of bricks

83/20 Recreation Field Land Registry Registration

Holmes & Hill are considering evidence provided for ownership of the village green at Church Hill. The recreation field has been registered with the Land Registry as in Swingleton Hill.

84/20 Play Equipment

Following an inspection of the play equipment Cllr Hurren and Phil Wallis will provide quotes to complete the repairs work. The log stack needs repair or replacing. The councillors resolved to pay £750 for essential repair work to the equipment. Other equipment needs pressure washing by a working party after lockdown.

85/20 Dates for Future Meetings

The following meeting dates were agreed for 2021: 25 January, 8 March (APM), 22 March, 24 May, 26 July, 27 September and 22 November

86/20 Speed Watch Report

We have not had **SID** deployed. We are due to have it back from Whatfield when this lockdown finishes. Concerning **CSW**, we have had 6 sessions since 26-09-2020. We have monitored 1185 vehicles and caught 29 vehicles doing 35 mph or more, which equals to 2.4%. Suffolk Police have informed us that we cannot do CSW during this shutdown.

87/20 Police Forum

Cllr Sykes reported on attending the recent Police Forum held on zoom. With 50 to 60 attending there was much to discuss including modern slavery and county drug lines. Traffic speeding is monitored digitally via number plate recognition. Could use 'kill your speed' signs. Clerk to ask Cllr Lindsay if the council can install them. Many villages have speeding traffic issues. There will be more Police Forum meetings which will look at speeding more thoroughly.

88/20 2021 Census

It was agreed that the village hall may be used for the 2021 Census completion event. Roundabout will advertise the census.

89/20 Back Lane Speed Limit

The council has applied for the Quiet Lanes scheme. Two volunteers will be attending the initial zoom event and will report back to the council

90/20 2021 Litter Pick

It was agreed that next year's litter pick will be on Saturday 13 March and will be a village clean up day. Each councillor to have an area to clear/clean and some volunteers.

91/20 Village Award

The councillors agreed who to make this award to for 2020

92/20 H Lines at the corner of The Swan and Church Hill

Cllr Derry took no part in this item. The log of parking problems at the bottom of Church Hill has been forwarded to Highways as part of the application for H lines. It was agreed to pay the non-refundable £100 application fee. Highways will assess the application.

93/20 Finance

- a. The councillors reviewed and resolved to accept the November 2020 finance report-see appendix
- b. All cheques signed and due for signing, as itemised in the Appendix, were authorised by the councillors. The councillors also noted the income received since the last meeting and reviewed the Statement of Accounts against the budget and bank statements.
- c. The councillors reviewed and agreed a draft budget of around £23,000 with a deficit to be funded from reserves of c. £4,000 based on an unchanged precept of £19,000. This is due to the uncertainty surrounding the streetlight costs. This will be

subject to a further budget review in January and the rate advice from Babergh District Council.

d. The councillors agreed to approve the Financial Regulations

e. The councillors agreed to purchase a copy of Local Government Administration (£120). Cost to be shared with Barking Parish Council (£60)

f. It was agreed to remove Cllr Braithwaite as a bank signatory and add Cllr Evans. Clerk to make arrangements.

94/20 Notice Board at the Community Shop

The councillors agreed to accept the quote from Cllr Hurren for a new notice board at a cost of £400.

95/20 Donations

Cllr Braithwaite took no part in this item. The councillors agreed to donate £50 each to Headway and Sudbury CAB using the £100 donation from the 1st Wattisham Responders that was returned recently.

96/20 Policies

The councillors reviewed the following policies:

Environmental Policy – agreed to renew

Dispensation Policy – agreed to renew

Complaints Procedure – agreed to renew

The Documents Retention Policy now includes electronic devices and is now Data Protection and Information Management Policy – agreed to adopt

Grant Award Policy – agreed to review a simpler version at the January meeting

Privacy Notice – to be reviewed at the January meeting

97/20 Action List

The action list was reviewed and update – see attached

98/20 Churchfields Building Site

Some complaints have been received about damage to verges by lorries. Cllr Forrest and Sykes to talk with the site foreman.

99/20 Date of the next meeting

Parish Council Meeting 25th January 2020

The meeting closed at 9.25pm

Appendix - Financial Report

Income received since 28.9.20

Interest £1.23
£1.23

Schedule of verified invoices agreed for payment

Tye Farm Contracting	August grass cut	110.00	Open Spaces Act 1906, ss9-10
Tye Farm Contracting	September grass cut	110.00	Open Spaces Act 1906, ss9-10
CAS	Website hosting	60.00	LGA 1972 s142
Barking PC	CiLCA half share	175.00	LGA 1972, s111
CAS	Annual insurance	763.42	LGA 1972, s111
L Rogers	October wages	438.42	LGA 1972
ESE Direct	Grit bin	118.62	LGA 1972, s111
L Rogers	November wages	438.42	LGA 1972
Playsafety	ROSPA inspection	86.40	Public Health Act 1875, s164
L Rogers	November expenses	7.80	LGA 1972
Tye Farm Contracting	October grass cut	110.00	Open Spaces Act 1906, ss9-10
D Reynolds	Grass cutting petrol	69.50	Open Spaces Act 1906, ss9-10
		<u>2487.58</u>	

Unpresented cheques

Information Commissioner	Annual fee	60.00	LGA 1972
ESE Direct	Grit bin	118.62	LGA 1972, s111
L Rogers	November wages	438.42	LGA 1972
Playsafety	ROSPA inspection	86.40	Public Health Act 1875, s164
L Rogers	November expenses	7.80	LGA 1972
Tye Farm Contracting	October grass cut	110.00	Open Spaces Act 1906, ss9-10
D Reynolds	Grass cutting petrol	69.50	Open Spaces Act 1906, ss9-10
		<u>£870.74</u>	

Bank Reconciliation

Account	Statement Date	Statement balance	Actual Balance	Credit/transfers not shown	Unpresented cheques	Difference
Community a/c	30.10.20	£24,739.59	£23,868.85	£0.00	£870.74	£870.74
Business reserve	30.10.20	£8,892.57	£8,892.57	£0.00	£0.00	£0.00
		£33,632.16	£34,825.17			

Action List

Minute	Action	Who
70/20	Purchase 8 copies of The Good Councillor Guide	Clerk

87/20	Ask Cllr Lindsay if MEPC display kill your speed signs	Clerk
92/20	Send cheque £100 for H lines to Highways	Clerk
93/20	d. Add Finance Regulations to the website f. Remove Cllr Braithwaite as bank signatory and add Cllr Evans	Clerk
95/20	Send donations of £50 to Headway and Sudbury CAB	Clerk
96/20	Update policies on website Add Grant Award policy & Privacy Notice to January agenda	Clerk/ Cllr Braithwaite

DRAFT