

Monks Eleigh Parish Council

Minutes of Parish Council Meeting held on Monday 28th September 2020 at the Village Hall and remotely via Skype at 7.30pm

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

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

50/20 Apologies for Absence

Bryn Hurren sent his apologies

51/20 Declaration of Interests and Requests for Dispensation

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

52/20 Minutes of the meetings held on 27th July 2020

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

52/20 Report from County Cllr Robert Lindsay

Back Lane – A1141 to be closed 5-9th October. Cllr Lindsay has requested extra signage to discourage use of Back Lane especially HGV's; **Sizewell C:** The cabinet met in late September to consider its response to EDF's application to government to build Sizewell C. The cabinet unanimously agreed to oppose the application. The main objection was EDF's plan to use lorries to deliver materials to site over the 10 plus years construction phase, rather than use rail or sea. **Council takes giant loan for ballooning costs of Lowestoft bridge:** The cabinet in late August decided to borrow the county's largest ever single sum - £65m - to finance the ballooning costs of the planned third crossing at Lake Lothing, Lowestoft. The cabinet heard that estimated costs had risen from £92 million to £145m. The interest costs alone for the loan will be £3.3m a year for the next 30 years. This is essentially a road bridge (although with a footway attached) and personally I do not see how it matches with the county's goal of reaching zero carbon by 2030. **Infrastructure Board established to oversee costs of large projects:** It has emerged that Suffolk County Council established an Infrastructure Board in November 2019 to oversee large infrastructure projects and ensure they remain within budget. This is in response to a number of recent projects where costs have increased dramatically, including the Upper Orwell Crossings which was eventually abandoned after costs increased by £43m. The board is currently only made up of officers. **Climate emergency recommendations for Suffolk wide reductions published:** When on July 14th, the county council Cabinet approved a plan to bring council carbon emissions to zero by 2030 it also authorised the Suffolk Climate Partnership to commission a report detailing how emissions by the wider county could be brought to zero by 2030. That initial report, by consultants Ricardo, has been published and is due to go to public consultation via series of five workshops. It is available on the county council website

<https://www.suffolk.gov.uk/planning-waste-and-environment/pledge-to-climate-emergency-declaration/>

It includes proposals for eliminating one in four car journeys across Suffolk by 2030 and massive investment in electric charging points to enable the remaining three in four cars to be electric by 2030. **Closures of Children's Centres goes ahead after scrutiny gives it the nod:** On 25 August, the Cabinet agreed to reduce the number of Children's Centres in Suffolk from 38 to 17 full-time and 11 part-time Family Hubs. My group worked with the Labour group to "call in" the Cabinet's decision to Scrutiny Committee on 11 September. The Scrutiny Committee decided to nod through the decision. **Consultation on division boundary changes begins again for 2025:** The boundary commission has begun consulting on changes to Suffolk county council division boundaries which will bring the number of county councillors down from 75 to 70. In the Babergh area it will mean nine divisions rather than the current ten. The changes, initially meant to come into force in the May 2021 election will not now happen until May 2025. It is unclear whether the Government will press ahead with its white paper – promised this autumn - which aims to replace all or some county and district councils with unitaries. **Motorbikes:** Cllr Lindsay has written to a motorbike group based in Ipswich asking them to respect the speed limit and to have respect for local residents but has not had a reply.

53/20 Report from District Cllr Bryn Hurren

The latest figures for infections during the coronavirus outbreak are that there have been 288 reported cases which includes 59 cases who have passed away due to this virus. While some normality is returning, I would urge those who are vulnerable to keep a distance from people and events for the foreseeable future and shop and work locally. While the Home but not alone help group has been curtailed so that the councils and others can concentrate on their numerous other functions, there is still help for all that need it. During the pandemic Babergh has given out £15m of small business grants to 1523 business's and £7m to 474 business's in the retail, leisure and hospitality industry. From now the focus of the council will be on recovery and we will continue to support the existing foodbanks along with those that have sprung up to meet a need in this crisis along with business support and help for those who are struggling to get back on their feet. Planning continues to hold our attention with the issue of the latest Government white paper which will have much impact and far reaching effect on our communities and our rural area and landscape, we feel that it is likely to double the build rate of houses in the Babergh area. Despite this the wording still encourages local Neighbourhood Plans. Locally, fly tipping remains an ever present problem with a very serious fly tipping incident along the bottom section of Wash Lane Boxford reported and dealt with very swiftly by the Babergh Refuse Team, this dreadful incident is one of many across every village within my ward and once again I ask every resident to keep a watchful eye and report anything that seems suspicious and out of the ordinary. I have sent a grateful letter of thanks to the team and passed on the very positive comments of local residents. In Monks Eleigh several planning issues have taken up much of my time with the mast application having being withdrawn due to a stalemate in negotiations, the Highlands Rd traveller site going to appeal, no news on that one yet and the situation with the derelict house along Back Lane (Bereton) the Babergh surveyor has been to site to see what can be done, if anything, to secure the site for public safety. I would ask that this situation is given minimum publicity while we deal with this problem, I will keep PC briefed and informed. Finally, a very positive and pleasing meeting was held on Wednesday 23rd between myself Angela, Patti and representatives of the new owners of all the old Strutt and Parker land that

surrounds the village. I will leave Angela and Patti to give feedback on that and proposals discussed.

54/20 Public Forum

Motorbikes – a resident explained the problems they are experiencing with motorbikes travelling through the village. His house is on the road they use. It causes noise and fumes and he is concerned about speeding. Another resident echoed these comments. The council could alert the Police to this problem at weekends, Signs asking motorbikes to slow down could be displayed. Speedwatch takes place on Saturdays but it is difficult to read motorbike licence plates accurately. Road markings could be painted on the road at the Corn Craft end of the village.

55/20 Correspondence

Babergh Licensing Consultation - This closed on 16 September

Babergh Draft Land Supply Consultation – This closed on 14 September

Babergh Respecting the Outdoors- campaign to reduce litter in open spaces and playgrounds – Clerk to put link on the website

Suffolk Mineral & Waste Plan – This was adopted on 9 July 2020

Donation Thank You – From Roundabout for £100 donation

Use of Village Green – a resident asks if they may use the green for a Christmas tree lighting up event

Babergh Trees & Hedgerows – To support biodiversity and create wildlife corridors they are seeking to plant trees & hedgerows – Clerk to express the council's interest

Highways – A1141 closure 5-9th October

56/20 Planning

- a) The councillors reviewed 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 and resolved to make no objection
- b) The councillors reviewed 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 and resolved to make no objection
- c) The Planning Application DC/20/02791 Telecommunications site 1491816 at Wyncolls Farm has been withdrawn
- d) The following planning permissions have been granted: DC/20/02939 – Application for Agricultural Determination – Granted – formal approval is not required for proposed: Erection, Extension or Alteration of a Building for Agricultural or Forestry use. Town and Country Planning (England) Order 2015 (as amended) Schedule 2, part 6 – Erection of Agricultural Straw Barn at Land West of, Highlands Road
DC/19/05417 – Discharge of Conditions have been approved – Condition 3 (External Roof & Wall facing materials) and Condition 4 (Details of eaves & verges) at Manna Wood Farm, Stackyard Green

DC/20/03158 – Application for Agricultural Determination – Granted – formal approval is not required for proposed: Erection, Extension or Alteration of a Building for Agricultural or Forestry use. Town and Country Planning (England) Order 2015 (as amended) Schedule 2, part 6 – Erection of Agricultural Straw Barn at Highlands Farm, Highlands Road

DC/20/02664 & 02665 – Church Cottage, Church Hill – Planning permission granted – replacement of existing rear porch with new timber framed porch

DC/220/02927 – Nova Scotia House, Nova Scotia Lane – Planning permission granted – Erection of ancillary outbuilding and re-siting of access (amended scheme to B/16/00831); Erection of single storey extension, two storey front extension and balcony to rear elevation of dwelling (following demolition of existing conservatory and porch

DC/20/03277 – Spring Cottage, Brent Eleigh Road – Planning permission granted – Erection of single storey side extension: Replace window on SW elevation with French doors following demolition of existing extension

57/20 Recreation Field Land Registry Registration

Holmes & Hill have asked for a member of the council to make a statutory declaration about the village green at Church Hill as no deeds exist to prove ownership. It was agreed for Cllr Forrest to do this on behalf of the council.

58/20 Speed Watch Report

SID - Speed Indicating Device

Summary table

	2018/19 Average	April 2020	May 2020	Aug/Sep 2020
Average Speed	29.4 mph	30.4 mph	29.8 mph	29.4 mph
Maximum speed	75.0 mph	70.0 mph	65 mph	65 mph
		At 21:20 from Lavenham	At 19:15 from the East	At 13:40 from Lavenham
85 % percentile	34.4 mph	36.4 mph	34.8 mph	34.3 mph
% speeders from Lavenham	14.2 %	22.9 %	15.7 %	13.5 %
% speeders from East	8.2 %	13.3 %	13.4 %	6.9 %
Average Vehicles per day in one direction	1,852	661	935	1,723

Note: A speeder is someone travelling at 35 mph or more

- Equipment shared with Whatfield
- No significant difference in speeders between weekdays and weekends
- Traffic volumes back to pre-Lockdown levels
- % speeders significantly less than during the Lockdown, more traffic = less speeders!

CSW - Community Speed Watch

- Monks Eleigh now has its own equipment, no battery problems since purchase of new battery charger
 - 12 trained volunteers
 - Restarted on 7-07-2020 after the Lockdown, following guidance from Suffolk Police
 - 18 x 1 hour sessions carried out since the Lockdown, 3818 vehicles monitored
 - Average speeders = 2.6 %, trend shows increasing % of speeders
 - No lorries caught speeding
 - 1 Motorbike caught but false number plate
- Conclusion – SID indicates more speeders than CSW, so CSW does change behaviour!

59/20 Back Lane Speed Limit

The problems facing pedestrians, cyclists and horse riders when using Back Lane was discussed. The problem may not be the speed of traffic as it is such a windy narrow lane, the problem maybe the size of vehicles on the road. Cllr Lindsay suggested a traffic volume survey to measure the number and speed of vehicles to see if it is a problem. A previous survey found the lane to be quiet. It may be that people don't feel safe to walk in Back Lane – a survey to be put on Facebook asking for people's feelings about using the lane. Cllr Derry suggested asking ROSPA to carry out a pedestrian survey of the road. The councillors resolved to apply to the Quiet Lanes scheme. If not successful to carry out a traffic volume survey and ask for a speed limit reduction if appropriate.

60/20 Motorbikes in the Village

After some discussion about problems of noise and possible speed from motorbikes, the councillors resolved to take the following action: to request more 30mph speed limit signs along the High Street, to ask Environmental health if they can measure the level of noise from the motorbikes. It was also suggested that people report the noise of motorbikes via the Police website <https://www.askthe.police.uk/content/@169.htm> which gives advice about nuisance vehicles.

61/20 Swingleton Hill

The councillors explored a suggestion that parking spaces be created at the bottom of Swingleton Hill in an adjacent field but it was felt that the slope is too much to make it viable. The councillors resolved to purchase a replacement grit bin as the current one has been hit by a vehicle and no longer usable. Cllr Braithwaite offered to install the new grit bin and move the grit to the new bin.

62/20 H Lines at the corner of The Swan and Church Hill

A local resident has made a log of parking problems at the bottom of Church Hill. Clerk to forward to Highways to progress H lines being installed.

63/20 Finance

- a. The councillors reviewed and resolved to accept the September 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. Cllr Braithwaite and Clerk to update the Financial Regulations for review at the November meeting
- d. The councillors noted that the £100 donation to 1st Wattisham responders will be returned as the group no longer exists
- e. Cllr Braithwaite to work on the draft budget to be reviewed at the November meeting
- f. The councillors agreed to approve and accept PKF Littlejohns's external audit report for the year ended 31st March 2020. Matters drawn to the council's attention were: *'In the prior year, the smaller authority was exempt from our review, thus we have not reviewed any evidence to support the prior year comparative to the AGAR. The AGAR was not accurately completed before submission for review. The AGAR had to be sent back for amendment'*

64/20 Footpaths

Cllr Evans has reported several footpath issues on the Rights of Way reporting tool but not had a response yet. The diverted path at Stackyard Green was discussed as were the broken footpath signs at Stack yard Green. Cllr Evans to also report

65/20 Annual Insurance Renewal

The councillors resolved to renew the annual insurance on a three year saving plan at a cost of £763.42 per year – a saving of £120.54 over the three years

66/20 Recycling Centre Monies

The councillors resolved to donate the recycling centre monies to the village hall. Cllr Derry to action

67/20 Website Accessibility

The website accessibility scan and audit has been carried out and the website is compliant with the new standard required

68/20 Notice Board at the Community Shop

Cllr Hurren advised that the notice board may last another three years. He will also give a quote for new matching notice boards at the shop. Cllr Keitley-Webb to liaise with shop committee.

69/20 Allotment Tenancy Agreement

The councillors reviewed the allotment tenancy agreement and resolved the following change to clause 7d 'Dogs brought to the allotments must be kept on a lead'. Strutt & Parker offered an alternative location for allotments near the recreation field. Cllr Forrest to canvass the current allotment holders opinion.

70/20 SALC Training

The councillors resolved to purchase 8 copies of 'The Good Councillor Guide'. Cllr Evans to attend the Role and responsibilities training session, Cllr Forrest to attend the Meetings training session. Councillors to let Clerk know if they wish to attend any training. These sessions cost £25 each It was resolved for the Clerk to attend CiLCA training at a cost of £350 to be shared with Barking Parish Council (£175).

71/20 The Causeway

After discussion about the Causeway it was agreed that Cllr Evans will report the crumbling tarmac surface on the Rights of Way reporting tool. Cllr Braithwaite to organise a working party to dig out the sides while the ground is wet and before the path floods. Thanks to Cllr Braithwaite and his team for cutting the vegetation back in September.

72/20 Derelict House

The house has been reported as dangerous structure to Building Control at Babergh. They will assess what steps need to be taken.

73/20 Contract of Employment

The councillors resolved to apply the cost of living rise to the Clerk's hourly rate from the 1st April

74/20 Action List

The action list was reviewed and updated – see attached

75/20 Date of the next meeting

Parish Council Meeting 23rd November 2020

The meeting closed at 9.40pm

Appendix - Financial Report

Income received since 27.7.20

Allotment rent	£30.00
Precept	£9500.00
Returned cheque 1st responders	£100.00
	<u>£9630.00</u>

Schedule of verified invoices agreed for payment

CAS	Fidelity insurance	5.71	LGA 1972, s111
MESCAL	Shop notice board	350.00	LGA 1972 s142
Roundabout	Donation	100.00	LGA 1972 s142(2a)
L Rogers	Clerk wages August	426.89	LGA 1972
CAS	Website audit scan	144.00	LGA 1972 s142
PKF Littlejohn	External audit	240.00	LGA 1972, s111
L Rogers	Wages September + backpay	444.02	LGA 1972
P Derry	Recreation ground repair	6.50	Open Spaces Act 1906, ss9-10
		<u>£1717.12</u>	

Unpresented cheques

Information Commissioner	Annual fee	60.00	LGA 1972
CAS	Fidelity insurance	5.71	LGA 1972, s111

MESCAL	Shop notice board	350.00	LGA 1972 s142
Roundabout	Donation	100.00	LGA 1972 s142(2a)
L Rogers	Clerk wages August	426.89	LGA 1972
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L Rogers	Wages September + backpay	444.02	LGA 1972
P Derry	Recreation ground repair	6.50	Open Spaces Act 1906, ss9-10

£1777.12

Bank Reconciliation

Account	Statement Date	Statement balance	Actual Balance	Credit/transfers not shown	Unpresented cheques	Difference
Community a/c	28.8.20	£18,080.95	£25,933.83	£9,630.00	£1777.12	£0.00
Business reserve	28.8.20	£8,891.34	£8,891.34	£0.00	£0.00	£0.00
		£26,972.29	£34,825.17			

Action List

Minute	Action	Who
55/20	Babergh trees & hedgerows – clerk to register council's interest	Clerk
57/20	Cllr Forrest to make statutory declaration	Clerk/Cllr Forrest
59/20	Request a ROSPA pedestrian survey for Back Lane Apply for Quiet Lanes scheme	Cllr Derry Clerk
60/20	Ask Environmental Health to measure noise from motorbikes and request more signage along The Street	Clerk
61/20	Purchase new grit bin Install and fill new grit bin	Clerk Cllr Braithwaite
63/20	Update Financial Regulations Prepare draft budget for November meeting	Clerk/ Cllr Braithwaite
62/20	Clerk to send Highways parking diary	Clerk
64/20	Footpath signs at Stackyard Green to be reported	Cllrs Evans
68/20	Quote for new matching notice boards at the shop	Cllr Keitley-Webb Cllr Hurren
69/20	Update allotment tenancy agreement	Clerk
70/20	Purchase 8 copies of The Good Councillor Guide	Clerk

71/20	Report broken tarmac on The Causeway to Rights of Way Working party to dig out the sides of The Causeway	Cllr Evans Cllr Braithwaite
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