

Monks Eleigh Parish Council

Minutes of Annual General Parish Council Meeting held on Monday 24th May 2021 at Monks Eleigh Village Hall at 8.00pm

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

Attending: Lucinda Rogers (Clerk)

20/21 Appointment of Chairman

It was unanimously resolved that Angela Forrest be elected the Chairman of Monks Eleigh Parish Council (MEPC) who signed the acceptance of office declaration.

22/21 Apologies for Absence

Will Sykes - apologies accepted.

23/21 Appointment of Vice-chairman

It was unanimously resolved that Patti Derry be elected the Vice-chairman of Monks Eleigh Parish Council (MEPC) who signed the acceptance of office declaration.

24/21 Appointment of Parish Council Representatives

The councillors resolved the following areas of responsibilities:

- a. Cllr Sykes to the Suffolk Association of Local Councils (SALC)
- b. Cllr Derry to Millennium Green
- c. Cllr Forrest to the Village Hall Committee
- d. Cllr Evans for footpaths and roads
- e. John Naylor for the defibrillators
- f. Cllr Braithwaite for Finance
- g. Cllr Derry for Planning
- h. Cllr Keitley-Webb for the recreation field and village shop

25/21 Declaration of Interests and Requests for Dispensation

Cllr Braithwaite declared non-pecuniary interests in item 18 due to connections with CAB and St Peters church; he contributed to the discussion but did not take part in the resolution on the response. Cllrs Derry declared a non-pecuniary interest in items 11 as she lives close to the issues to be discussed. No requests for dispensation had been received.

26/21 Minutes of the meetings held on 22nd March and 12th April 2020

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

27/21 Triangle at Causeway opposite Hobarts

After discussion it was agreed to insert two removable wooden posts in concrete near to the roadside to allow the grass to grow and prevent cars from driving over

the grass and parking there. Clerk to check with Highways if posts can be installed and if there are any restrictions on distance to the roadside

28/21 Planning Matters

- a. Permission granted: Babergh do not wish to object to - Application for works to trees in a tree conservation area DC/21/01435 – T1 Fell 1 No Alder tree to ground level at The Hedgerow, Foysters Hall, Monks Eleigh
- b. Approved Conditions- Discharge of Conditions Application DC/19/05772 – Condition 3) new windows and external doors at Spring Cottage, Brent Eleigh Road, Monks Eleigh
- c. Refusal of planning permission – erection of two storey side extension and single storey rear extension (following demolition of garage) at South House, Lindsey Road, Monks Eleigh

29/21 Bollards on Village Green on Church Hill

The councillors agreed to accept the offer from a parishioner to install removeable posts at the top end of the village green at the triangle. A key to be given to households that can use this as access to their houses. Cllr Forrest and Clerk to liaise.

30/21 Speedwatch and SID Report

SID - Speed Indicating Device

Summary table

	2018/19 Average	2020 Average	2021 to date
Average Speed	29.4 mph	29.8 mph	29.2 mph
Maximum speed	75.0 mph	70.0 mph	75 mph
		At 21:20 from Lavenham	At 16:00 from Lavenham on 11-05-21
85 % percentile	34.4 mph	35.2 mph	34.2 mph
% speeders from Lavenham	14.2 %	17.4 %	14.8 %
% speeders from The East	8.2 %	11.2 %	6.6 %
Average Vehicles per day in one direction	1,852	1,106	1,189 in January 2021 rising to 1,651 in May 2021

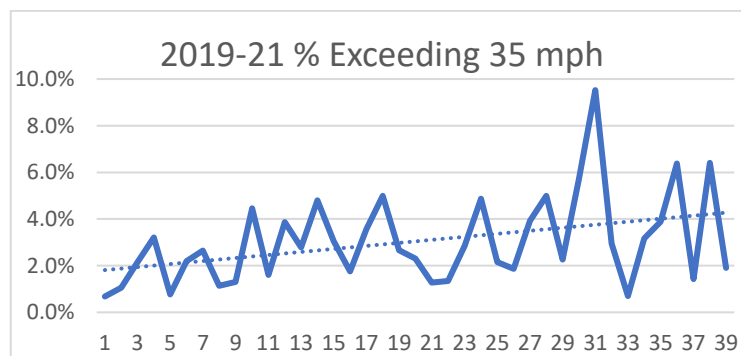
Note: A speeder is someone travelling at 35 mph or more

- Equipment shared with Whatfield
- Slight reduction in average speed in 2021 compared to 2020. More traffic means lower average speeds

CSW - Community Speed Watch

- Many thanks to the 8 active volunteers
- Monks Eleigh now has its own equipment, no battery problems since the purchase of a new battery charger
- 39 x 1 hour sessions carried out since May 2020 – no CSW sessions during 5 months of lockdown

- 6989 vehicles monitored over these 39 sessions (i.e. number of drivers reminded of the speed limit)
- Average speeders = 2.8 %, trend shows increasing % of speeders



- No lorries caught speeding

➤ Conclusion – SID indicates more speeders than CSW, so CSW does change behaviour!

31/21 Quiet Lanes

It is currently out to consultation. Letters have been distributed to all houses along the route and it has been advertised in the East Anglian Daily Times. Monks Eleigh will be in wave 2 of the project. Due to the large number of villages in the project it will take sometime for the signs to be installed.

32/21 Donation to Suffolk Records Society

The councillors agreed to donate £100 towards the cost of producing the book of Medieval records of Monks Eleigh.

33/21 Tree, Hedge and Wildflower planting for Parishes

The councillors agreed to apply for a new natural species hedge along the western edge of the recreation ground. Clerk to apply

34/21 Finance

- approved the financial report and noted income received
- The councillors authorise payments from the RFO Report made since the last meeting and to be made
- The councillors agreed the Annual Reconciliation of Accounts against Bank Statements
- The councillors resolved that Section 1 of the Annual Governance and Accountability Return for 2020 / 2021 was approved and the Chairman signed the section on behalf of PPC.
- The councillors resolved that Section 2 of the Annual Governance and Accountability Return for 2020 / 2021 was approved and the Chairman signed the section on behalf of PPC.
- The councillors reviewed and resolved to accept the Internal Audit report produced by Heelis & Lodge for the year ending 31st March 2020
- Barclays have written to confirm that the changes to the bank signatories have been made: Clrs Forrest, Derry and Evans are the signatories

35/21 Donations to Local Groups

The councillors approved the following donations to be made to local groups and organisations:

Monks Eleigh Community Shop	£350
Go Start Bus	£500
St Peters Church	£300
Suffolk Family Carers	£50
Victim Support	£50
Ipswich Samaritans	£50
Sudbury CAB	£50
Mid Suffolk CAB	£50
East Anglian Air Ambulance	£100
SARS	£75
MAGPAS	£50
Monks Eleigh village hall	£2750
Total donations including book	<u>£4,475</u>

36/21 Action List Review

Minute	Action	Who
37/21	Removal of road studs	Clerk
143/20	Update Risk Assessment on website	Clerk
137/20	Quotes for replacement log stack	Cllr Keitley-Webb
29/21	Confirmation of bollards at village green	Clerk/Cllr Forrest
145/20	Check with Babergh about emergency plan	Clerk
122/20	Land Registry – check progress with Homes & Hill	Clerk

37/21 Councillors reports

Cllr Braithwaite now has the grit bin shovels and will wait till autumn to put them in the grit bins. He also has out two new 'No Parking' signs on Swingleton Green

Cllr Derry reported the hedge at Cobbolds Mill is obstructing the road – to be reported on Highways reporting tool.

Lorry routes in the village to be added to the July meeting agenda. Clerk to research the current lorry routes.

38/21 Date of the next meeting

Parish Council Meeting 27th July 2021

The meeting closed at 9.45pm

Appendix - Financial Report

Income received since 22nd March 2021

Whitehead	Polegate rent	£30.00
Babergh	Precept	£9235.00
Babergh	CIL	£6013.13
Babergh	Grant	£205.00
		<u>£15,483.13</u>

Expenditure (movement since 22nd March 2021)

Schedule of verified invoices agreed for payment

SCC	Street lights	1132.36	Highways Act 1980, s301
L Rogers	Clerk wages April	438.42	LGA 1972
B Hurren	Notice board	437.70	LGA 1972, s111
SALC	Annual subscription	266.13	LGA 1972 s111
L Rogers	April expenses	31.31	LGA 1972
F Barrett	Mowing expenses	15.75	Open Spaces Act 1906, ss 9-10
SALC	CiLCA unit 4&5 training	60.00	LGA 1972 s111
Tye Farm Contracting	Winter cuts	220.00	Open Spaces Act 1906, ss 9-10
Heelis & Lodge	Internal Audit	140.00	LGA 1972 s111
Tye Farm Contracting	April grass cut	198.00	Open Spaces Act 1906, ss 9-10
L Rogers	Clerk wages May	438.42	LGA 1972
L Rogers	May expenses	17.10	LGA 1972
Babergh	Dog & litter bins	297.86	Open Spaces Act 1906, ss 9-10
Sudbury Office Supplies	Quiet Lanes Admin	11.10	LGA 1972
		<u>£3,704.15</u>	

Unpresented cheques

Tye Farm Contracting	Winter cuts	220.00	Open Spaces Act 1906, ss 9-10
Heelis & Lodge	Internal Audit	140.00	LGA 1972 s111
Tye Farm Contracting	April grass cut	198.00	Open Spaces Act 1906, ss 9-10
L Rogers	Clerk wages May	438.42	LGA 1972
L Rogers	May expenses	17.10	LGA 1972
Babergh	Dog & litter bins	297.86	Open Spaces Act 1906, ss 9-10
Sudbury Office Supplies	Quiet Lanes Admin	11.10	LGA 1972
		<u>£1322.48</u>	

Bank Reconciliation

Account	Statement Date	Statement balance	Actual Balance	Credit/transfers not shown	Unpresented cheques	Difference
Community a/c	30.4.21	£34,088.21	£32,765.73	£0.00	£1,322.48	£0.00
Business reserve	30.4.21	£8,893.01	£8,893.01	£0.00	£0.00	£0.00
		£42,981.22	£41,658.74			