

## Monks Eleigh Parish Council

Minutes of Parish Council Meeting held on Monday 25th January 2021 remotely via Microsoft Teams at 7.30pm

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

County Cllr Robert Lindsay and District Cllr Bryn Hurren

**Attending:** Lucinda Rogers (Clerk)

### **100/20 Apologies for Absence**

None

### **101/20 Resignation of Councillor**

Cllr Woodgate has given notice of his resignation as a councillor due to work commitments.

### **102/20 Declaration of Interests and Requests for Dispensation**

Cllr Derry declared a non-pecuniary interest in the Church Hill item.

No requests for dispensation had been received.

### **103/20 Minutes of the meetings held on 22nd November 2020**

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

### **104/20 Report from County Cllr Robert Lindsay**

**County considering raising precept 4%** The county council is preparing to raise the precept on the council tax for 20/21 for the general budget by 1.99% - the maximum allowed – and by 2% for social care (below the 3% allowed). The council is assuming about £41m extra spending over the previous year and so is taking £23m from “risk reserves” to balance the budget. The Government may make up some or all of this. **Green budget amendments for county council 2021-22 budget** The county is currently preparing its budget for 2021-22 and my political group – LDGI - is planning a few amendments. We have chosen three key priorities for our budget amendment: Warm homes, Supporting community groups and charities through the pandemic, and Income generation & the climate emergency. We will be proposing multiple projects and policy decisions around these three key themes. **County - Biodiversity motion unanimously approved** This was passed at full Council on the 3<sup>rd</sup> December, enhancing the measures already pledged by Babergh and other district councils around Suffolk. Suffolk owns all the rural verges and much county farm land so there is potential for far greater positive impact. The actions in the motion are

- Delivery of a biodiversity strategy.
- Assessment of how SCC can lead partner organisations in this field.
- Adoption of biodiverse land management options on Suffolk council’s own land.
- A letter to the Secretary of State calling for a clear and ambitious national biodiversity strategy.

### **Views wanted on the new Suffolk Streets Guide**

The county is currently running a consultation on its proposed Streets Guide, which will assist with the design of new housing estates showing how best to create road layouts that promote walking and cycling. A new Street Guide has been commissioned to update guidance for residential streets. Comments on the draft guide are welcomed and there is a survey to complete. The consultation closes at 5pm on 10th February 2021.

Link: <https://www.suffolk.gov.uk/planning-waste-and-environment/planning-and-development-advice/suffolk-design-streets-guide/>

### **Consultation on the Suffolk Climate Change Action Plan**

In November and December SCC ran a series of six online workshops for invitees from the six sectors on the Suffolk Climate Action Plan. They were each video recorded and can be viewed online <https://www.suffolk.gov.uk/planning-waste-and-environment/initiatives/pledge-to-climate-emergency-declaration/>

The public are being asked to give their own feedback on online forms to each sector.

- Sustainable Buildings
- Large Industrial & Commercial Energy Users
- Transport & Air Quality
- Small Industrial & Commercial Energy Users
- Energy & Planning
- Community Action & Schemes

**Signage on the Street** I have inquired about getting 30mph roundels and extra 30 signs on the Street. I will email the clerk and chase up.

### **105/20 Report from District Cllr Bryn Hurren**

First of all, I hope that everyone has come through the Christmas festivities in good shape and goes on to enjoy a progressively good new year with hope and better prospects on the horizon. From the District Council's aspect we are all, officers and councillors alike, back at the coal face managing to do whatever we can to help manage the fallout from the coronavirus pandemic and all of our day job duties as well. We have become very adept at moving faster to make necessary decisions through working together with other agencies and with virtual meetings across the spectrum now the norm. One grave concern that I have is that our very dedicated staff find it harder to be motivated due to the lack of an office and team camaraderie, also the feeling of being part of a team could be a concern. I have spoken to the leadership team who say that they are keeping a watchful eye on this but not a concern at the moment. Many of our upper and middle management staff are very mature and youthful personnel who have come back to work after or during raising families and seem able to cope with most things.

Housing has been a major problem with some fallout amongst crowded families, especially where several working adults have no job to go to and older relatives shielding and young people away from school and education. The better weather and the distribution of a reliable and safe vaccine will bring hope and relief to so many. Our housing team have worked wonders and I am sure will continue to do so.

Another success is the expansion and refurbishment of our swimming pools and leisure centres, much of the work has been carried out during lockdown, which has not been easy and is a credit to our contractors who have worked tirelessly on the new pool at Hadleigh and the expansion of the kingfisher leisure centre and pool at the Kingfisher at Sudbury. The council is having to support these two premises at the moment through an enforced closure with grants and loans to keep them running and ready for when they can be used again. Mental health, sport and recreation is going to be so important to get our district back to fighting fitness and wellbeing in the coming years and we hope to see these facilities well

used. Not so good is the backdoor attempt by some at the council, officers and councillors alike to slip a proposal for very increased car parking charges into the cabinet papers over the holiday period. While we must make every attempt to give value for money and keep council tax as low as we possibly can, this was not the way to do it and I would like to put it on record this proposal does not have this councillor's support, nor some of my longer sighted colleagues.

At this moment in time, we must give every support we can to our beleaguered high streets and surviving retail outlets and this was not the way to do it, any tinkering must be left until we are all moving normally again and retail outlets are on a firmer footing.

In this coming year we plan to cut the emissions from our fleet of refuse vehicles by around 90% by switching to biofuel which is basically a mixture of vegetable and cooking oil, this is also reputed to cut down maintenance and wear on engines and hopefully the emissions from the exhaust will not smell as bad as in the past when this was tried previously, I am assured that this fuel is more refined than before and any smell is burnt up before it is emitted. The not inconsiderable cost of this scheme is to be borne by capital received from our CIL monies which means there is at least some benefit from all the development imposed upon us. We are currently awaiting a final decision regarding County and PCC elections which were to be held in May and June of this year. We are expecting them to both be postponed until at least July and probably September. I think everyone would agree that purely postal or remote elections are unsatisfactory and would disenfranchise some and it would be totally reckless to have then in the normal way at polling stations. Also I do not feel that it would be possible for my district council colleagues to stretch to yet another onerous task just at this moment. Babergh has had 147 deaths from coronavirus. The infection rate has dropped but remains very high. The price of parking is being debated. One solution would be one free hour and the ability to pay for a subsequent hour when parking. Parking income is low but Babergh have to pay business rates for the car parks. The 112 bus continues to run. I may use £500 of my new locality budget on behalf of the villages to support it.

### **106/20 Public Forum**

No members of the public were present

### **107/20 Planning**

- a. The councillors reviewed Application for removal or variation of a condition (DC/20/05920) following grant of planning permission DC/18/01321 dated 20/06/2018. Town and Country Planning Act 1990. Planning (Listed Buildings and Conservation Areas) Act 1990. - To remove Condition Number: 2 (Approved Plans and documents) to enable approved cartlodge to be used as a home office/studio ancillary to the host dwelling at Stackwood Cottage, Stackyard Green and resolved to make no objection
- b. The councillors reviewed DC/20/05736 – planning permission application - Erection of detached ancillary outbuilding and resulting access; Erection of single storey rear extension, two-storey front extension and balcony to rear elevation of dwelling (following demolition of existing conservatory and porch) (amended scheme to B/16/00831 and DC/20/02927) at Nova Scotia House, Nova Scotia Lane and resolved to make no objection
- c. The councillors reviewed Application for Planning Permission without compliance of conditions – DC/21/00143 – Application for variation or removal of conditions following grant of planning permission relating to DC/20/04404 – remove condition 5 (removal of permitted development rights) at South House, Lindsey Road and resolved to make no objection

- d. The councillors noted that Planning Application DC/20/05080 & DC/20/05081 at 2 Foysters Hall for single side storey extension has been withdrawn
- e. The councillors noted that Planning permission has been granted - 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
- f. The councillors noted that Discharge of Conditions application DC/20/03332 – Condition 3 (details of brick) at Stackwood Cottage – the conditions have been approved at Stackwood Cottage, Stackyard Green
- g. The councillors noted that Babergh does not wish to object - Notification for works to trees in a conservation area CD/20/04589 – fell 2no willow trees at Rushbrooks, The Street

#### **108/20 Recreation Field Land Registry Registration**

Holmes & Hill have sent evidence provided for ownership of the village green at Church Hill to the Land Registry for their consideration and await their decision.

#### **109/20 Play Equipment**

Cllr Hurren to chase for a quote to complete the repairs work. Clerk to ask for a second quote. It was agreed to accept the quote for £88.00 to replace the seven slats on the bench. Other equipment needs pressure washing by a working party after lockdown. Clerk to obtain quote to power wash play equipment. Clerk to ask Tye Farm Contracting for quote to cut grass on Church Hill.

#### **110/20 Parish Infrastructure Support and CIL**

It was agreed to wait until the CIL payment has been sent before making plans on spending

#### **111/20 Speed Watch Report**

##### **SID - Speed Indicating Device Summary table**

	<b>2018/19 Average</b>	<b>2020 Average</b>	<b>Jan 2021</b>
<b>Average Speed</b>	29.4 mph	29.8 mph	28.9 mph
<b>Maximum speed</b>	75.0 mph	70.0 mph	60 mph
		At 21:20 from Lavenham	At 12:45 from The East
<b>85 % percentile</b>	34.4 mph	35.2 mph	34.1 mph
<b>% speeders from Lavenham</b>	14.2 %	17.4 %	14.8 %
<b>% speeders from The East</b>	8.2 %	11.2 %	6.1 %
<b>Average Vehicles per day in one direction</b>	1,852	1,106	1,189

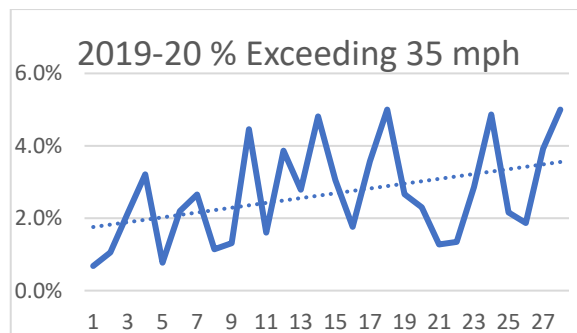
Note: A speeder is someone travelling at 35 mph or more

- Equipment shared with Whatfield

- Slight reduction in speed over the last 6 week period

#### **CSW** - Community Speed Watch

- Monks Eleigh now has its own equipment, no battery problems since the purchase of a new battery charger
- 12 trained volunteers
- 38 x 1 hour sessions carried out in 2020
- 7223 vehicles monitored in 2020 (i.e. number of drivers reminded of the speed limit)
- Average speeders = 2.7 %, trend shows increasing % of speeders



- No lorries caught speeding
- CSW is suspended during current lockdown
- Conclusion – SID indicates more speeders than CSW, so CSW does change behaviour!

#### **112/20 Quiet Lanes Scheme**

The council has registered for the Quiet Lanes scheme. Back Lane and Swingleton Hill to Milden. Milden have applied to register so these areas will join up. Brent Eleigh parish council are also registering so to join up with their application it was agreed to register Church Hill from the junction with Churchfields. Cllr Forrest to write a consultation letter to the village which can be delivered via the volunteer who delivers the Hadleigh News and can be posted on the facebook community page.

#### **113/20 Flooding in the Village**

There were a couple of reports made of flooding in Back Lane and from a blocked culvert opposite Mill Lane resulting in flooding of Brent Eleigh Road by the steps to the Millennium Green. Cllr Forrest had cleared the culvert and hopefully the reports on Highways reporting tool will solve the problem. Many areas have experienced flooding due to the heavy rainfall.

#### **114/20 Christmas Tree Recycling**

The Christmas trees have been collected by Babergh

**115/20 Church Cottage** – The councillors resolved to give temporary permission for the householders to place one skip followed by one further one on the village green apex at Church Hill during work to their house. Clerk to write and send copies of the letter to other houses on Church Hill to make them aware of this permission.

**116/20 Allotment Tenancy Agreement** – The councillors resolved to allow keeping a small number of chickens on the allotments following an enquiry by a prospective tenant.

**117/20 H Lines at the corner of The Swan and Church Hill**

Cllr Derry took no part in this item. Highways have agreed to the application. The payment of £150 has been made and the H lines will be painted on the next few weeks.

**118/20 Finance**

- a. The councillors reviewed and resolved to accept the January 2021 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 agreed an income budget of £19,081 with expenditure budgeted at £22575. The project deficit of £3,494 can be funded from reserves and given some uncertainties, may not arise.
- d. The councillors agreed the precept of £18,470 and noted a grant of £205 will be given in addition
- e. The councillors agreed to renew the insurance at Millennium, Green at a cost of £217.89 and to pay the half share of lawnmower service (Millennium Green Trust) at a cost of £89.45

**119/20 Notice Board at the Community Shop**

Cllr Hurren has made the notice board and is waiting for the glass to arrive before finishing the notice boards and fitting them.

**120/20 Donations**

Cllr Braithwaite declared an interest in this item. The councillors agreed a budget of £4,500 which includes the village hall grant. Details to be decided at the March meeting.

**121/20 Emergency Plan**

Cllr Forrest is looking for two councillors to coordinate updating the details on the emergency plan. A questionnaire to be sent to all the village.

**122/20 Policies**

The councillors reviewed the following policies:

Grant Award Policy – agreed to replace

Privacy Notice – agreed to adopt

Media Policy – agreed to renew

Freedom of Information Policy – agreed to renew

Unacceptable Behaviour Policy – agreed to renew

Protocol for Public Participation at Council Meetings – agreed to renew

**123/20 Action List**

The action list was reviewed and update – see attached

### 124/20 Councillors Reports

Cllr Evans has some no cycling on footpath signs if needed. The trees and hedge on the Avenue have been tidied by a joint team from the parish council and village hall and it is looking good. There continue to be problems with parking on Swingleton Green. Clerk to investigate rules about the triangle surface at the Causeway for the March meeting.

### 125/20 Date of the next meeting

Parish Council Meeting 22nd March 2021

The meeting closed at 9.30pm

### Appendix - Financial Report

Income received since 22.11.20

VAT refund £368.64

Interest £0.22

£368.86

### Schedule of verified invoices agreed for payment

Strutt & Parker	August grass cut	37.50	Small Holdings & Allotments Act 1908, ss23,25
Babergh	Bin emptying	289.22	Open Spaces Act 1906, ss9-10
SALC	Training Cllr Forrest	30.00	LGA 1972 s142
Barking PC	CiLCA half share	175.00	LGA 1972, s111
L Rogers	December wages	438.42	LGA 1972
Headway Suffolk	Donation	50.00	LGA 1972, s142(2a)
Sudbury CAB	Donation	50.00	LGA 1972, s142(2a)
LexisNexus	Council admin book	60.00	LGA 1972
SALC	CiLCA unit 2	30.00	LGA 1972, s142
L Rogers	January wages	438.42	LGA 1972
L Rogers	January expenses	286.74	LGC 1972
		<u>1710.30</u>	

### Unpresented cheques

Tye Farm Contracting	October grass cut	110.00	Open Spaces Act 1906, ss9-10
SALC	Training Cllr Forrest	30.00	LGA 1972 s142
Headway Suffolk	Donation	50.00	LGA 1972, s142(2a)
LexisNexus	Council admin book	60.00	LGA 1972
SALC	CiLCA unit 2	30.00	LGA 1972, s142
L Rogers	January wages	438.42	LGA 1972
L Rogers	January expenses	286.74	LGC 1972
		<u>£1005.16</u>	

### Bank Reconciliation

Account	Statement Date	Statement balance	Actual Balance	Credit/transfers not shown	Unpresented cheques	Difference
Community a/c	31.12.20	£23,422.35	£22,417.19	£0.00	£1005.16	£1005.16
Business reserve	31.12.20	£8,892.79	£8,892.79	£0.00	£0.00	£0.00
		£32,315.14	£31,309.98			

## 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
93/20	Remove Cllr Braithwaite as bank signatory and add Cllr Evans	Clerk
96/20	Update policies on website	Clerk
109/20	Quotes for work to play equipment Quote to cut grass Church Hill	Clerk/Cllr Hurren Clerk
112/20	Register Church Hill for Quiet Lanes to join with Brent Eleigh	Cllr Forrest
121/20	Emergency plan – volunteers to coordinate new questionnaires in village	All
122/20	Rules about holding annual parish meeting – check with SALC	Clerk