

Monks Eleigh Parish Council

Minutes of the Parish Council Meeting held on Monday 26th July 2021 at Monks Eleigh Village Hall at 7.30pm

Present: Cllrs Angela Forrest (Chairman), Patti Derry (Vice-Chairman), Alan Braithwaite, Will Sykes and Elizabeth Evans
District Cllr Bryn Hurren

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

39/21 Apologies for Absence

None

40/21 Declaration of Interests and Requests for Dispensation

None

41/21 Minutes of the meetings held on 24th May and 14th July 2021

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

42/21 Public Forum

A local resident raised the following points:

- The poor surface of the pavement from Church Hill to Mill Lane along the A1141
- Have Suffolk County Council logged that the road studs are to be removed when the A1141 is resurfaced
- Can a 20mph speed limit be introduced along the A1141. Although SID and Speed watch have reduced the speed of traffic there is still a problem with traffic noise and large vehicles creating vibration

43/21 Neighbourhood Plan

Cllr Forrest reported on a training session she and the Clerk attended. The Neighbourhood Plan is drawn up by asking a wide demographic range of residents about their vision and aims for the village including planning, traffic, countryside and heritage. Grants are available to assist with funding a project. It takes about three years to complete including adoption by Babergh. The working party would ideally consist of one or two parish councillors and four to five local residents. It was agreed the Clerk will send the link of the presentation to all councillors and to include it on the next agenda.

44/21 Two Way Conversation with your Community

Cllr Sykes reported on a training session he attended. It highlighted the importance of engaging with the local community. It is important to use notice boards, leaflets, newsletters but also to use social media such as facebook, surveys and meet your council face to face sessions can be useful. It was agreed that Cllr Braithwaite to explore linking creating a simple facebook page for the Parish Council.

45/21 Speedwatch

There has been no significant activity since the last report at the end of May. It has been operating during June and July and will report at the September meeting.

46/21 Traffic in Monks Eleigh

The poor surface of the pavement from Church Hill to Mill Lane along the A1141 to be reported by Cllr Evans.

The Clerk to check that Suffolk County Council has logged that the road studs are to be removed when the A1141 is resurfaced.

Parish Council to ask Cllr Lindsay about a possible introduction of a 20mph speed limit along the A1141.

Clerk to report the poor visibility at the junction of Church Hill and A1141 to Highways and request a site visit.

47/21 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

48/21 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. The positions of the bollards to be agreed. A key to be given to the five households that can use this as access to their houses. Clerk to write to Costa Plenty to ask when the skip will be removed and the landscaping can be carried out. Cllr Derry to check old records to establish when bollards installed.

49/21 Grass Cutting Risk Assessment for Volunteers

It was agreed that the grass cutting volunteers be asked to read and sign the grass cutting and strimming risk assessment to ensure they are covered by insurance:

Frank Barret, Alan Braithwaite, Phil Sayers and Chris & Jenny Pooley.

50/21 Quiet Lanes

Monks Eleigh is in wave 2 and the project is proceeding. The signs have been installed in Mildenhall and are smaller than expected and not easily visible in the hedges.

51/21 Queens Platinum Jubilee 2022

It was agreed that Cllr Braithwaite would ask the fete organisers if the celebrations could be combined with the fete on Saturday 4th June 2022. Alternatively, a tea party could be held.

52/21 Discovering Suffolk Footpath Finger Posts

If individuals wish to help install the new finger posts to promote Discover Suffolk in the village, they should contact Ben Heather ben.heather@suffolk.gov.uk with their name, village and contact details.

53/21 Triangle at Causeway opposite Hobarts

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. Clerk to write to Hobarts to see if they would be willing to contribute towards the costs.

54/21 Hedge Planting in the Village

An application has been made to plant hedge at the west end of the recreation field.

55/21 Allotment Management

It was agreed to write to the allotment tenant who has left 60 tyres, carpet and a barrel on her allotment saying if they are not removed within one month the tenancy will end. District Cllr Hurren to investigate if Babergh can assist in the removal of the tyres.

56/21 Standing Orders

The councillors reviewed the Standing Orders and agreed to approve them with the following amendment: Public Forum 3.18; The session will last no longer than 20 minutes and any individual may speak for up to 5 minutes during the public forum.

57/21 Finance Regulations

The councillors reviewed the Financial Regulations and agreed to approve them.

58/21 Finance

- a. The councillors approved the financial report and noted income received
- b. The councillors authorise payments from the RFO Report made since the last meeting and to be made
- c. The councillors noted the costs of defibrillator maintenance was more than £100
- d. The councillors resolved to appoint Heelis & Lodge as Internal Auditors for 2021/22

59/21 Emergency Plan Review

The councillors approved the alterations suggested by the Emergency Planning Officer. Clerk to update the document and circulate to the councillors before re-submitting to the Emergency Planning Officer. Clerk to update emergency telephone tree on the website.

60/21 Action List Review

Minute	Action	Who
37/21	Check removal of road studs is on Highways list of work	Clerk

43/21	Send Neighbourhood Plan seminar link to councillors	Clerk
42/21	Explore creating a simple Facebook page	Cllr Braithwaite
46/21	Report uneven pavement Church Hill to Mill Lane Check Highways has logged road stud removal Request site visit Church Hill junction	Cllr Evans Clerk Clerk
47/21	Confirmation of bollards position at village green Letter to check when landscaping can happen	Clerk
49/21	Grass cutting risk assessment for four volunteers	Clerk/Cllr Forrest/Cllr Braithwaite
51/21	Can Queens platinum jubilee be combined with fete 2022	Cllr Braithwaite
53/21	Can posts be installed at Causeway triangle Write to see if Hobarts about costs	Clerk
56/21	Update Standing Orders	Clerk
59/21	Update emergency plan with recommended changes	Clerk
122/20	Land Registry – check progress with Homes & Hill	Clerk

61/21 Date of the next meeting

Parish Council Meeting 27th September 2021

The meeting closed at 9.50pm

Appendix - Financial Report

Income received since 24th May 2021

None	£00.00
	<u>£00.00</u>

Expenditure (movement since 24th March 2021)

Schedule of verified invoices agreed for payment

Mortimer Contracts	Play equipment repairs	1758.00	Open Spaces Act 1906, ss 9-10
L Rogers	Clerk wages June	438.42	LGA 1972
A Braithwaite	Grit shovels & signs	37.40	LGA 1972, s111
MESCAL	Donation	350.00	LGA 1972 s137
GoStart bus	Donation	500.00	LGA 1972 s137
St Peters church	Donation	300.00	LGA 1972 s137
Suffolk Family Carers	Donation	50.00	LGA 1972 s137
Victim Support	Donation	50.00	LGA 1972 s137
Ipswich Samaritans	Donation	50.00	LGA 1972 s137
Sudbury CAB	Donation	50.00	LGA 1972 s137
Mid Suffolk CAB	Donation	50.00	LGA 1972 s137
EAAA	Donation	50.00	LGA 1972 s137
SARS	Donation	50.00	LGA 1972 s137

MAGPAS	Donation	50.00	LGA 1972 s137
Village hall	Donation	2750.00	LGA 1972 s137
Tye Farm Contracting	May grass cut	198.00	Open Spaces Act 1906, ss 9-10
Suffolk Preservation Society	Training	25.00	LGA 1972 s111
Suffolk Records Society	Donation	100.00	LGA 1972 s137
Information Commissioner	Fees	40.00	LGA 1972
J Naylor	Defibrillator batteries	40.00	Public Health Act 1936, s234
Community Heartbeat	Defibrillator pads	136.80	Public Health Act 1936, s234
Community Heartbeat	Defibrillator batteries	282.00	Public Health Act 1936, s234
SALC	Training	30.00	LGA 1972 s111
Tye Farm Contracting	June grass cut	198.00	Open Spaces Act 1906, ss 9-10
BD Hurren	Bench repair	95.00	Open Spaces Act 1906, ss 9-10
L Rogers	Clerk wages July	438.42	LGA 1972
		<u>£8,117.04</u>	

Unpresented cheques

Heelis & Lodge	Internal Audit	140.00	LGA 1972 s111
MESCAL	Donation	350.00	LGA 1972 s137
Tye Farm Contracting	May grass cut	198.00	Open Spaces Act 1906, ss 9-10
Suffolk Preservation Society	Training	25.00	LGA 1972 s111
Information Commissioner	Fees	40.00	LGA 1972
J Naylor	Defibrillator batteries	40.00	Public Health Act 1936, s234
Community Heartbeat	Defibrillator pads	136.80	Public Health Act 1936, s234
Community Heartbeat	Defibrillator batteries	282.00	Public Health Act 1936, s234
SALC	Training	30.00	LGA 1972 s111
Tye Farm Contracting	June grass cut	198.00	Open Spaces Act 1906, ss 9-10
BD Hurren	Bench repair	95.00	Open Spaces Act 1906, ss 9-10
L Rogers	Clerk wages July	438.42	LGA 1972
		<u>£2,023.22</u>	

Bank Reconciliation

Account	Statement Date	Statement balance	Actual Balance	Credit/transfers not shown	Unpresented cheques	Difference
Community a/c	30.6.21	£26,620.91	£24,597.69	£0.00	£2,023.22	£0.00
Business reserve	30.6.21	£8,893.23	£8,893.23	£0.00	£0.00	£0.00
		£35,514.14	£33,490.92			