

Chedburgh Parish Council

Minutes of the Parish Council meeting held at the Erskine Centre, Chevington Road, Chedburgh on Monday 13 July 2015 at 7.30pm

Present: Councillors (Cllrs) Michael Chester, Pat Fisher, Teresa Landymore, Margaret Rickard, Clare Varney and Peter Westcott (Chairman)

In attendance: Paul MacLachlan (Executive Officer), Borough Cllr Angela Rushen (part) and 6 members of the public.

The following documents will be appended to the signed minutes:

- the Agenda;
- the following appendices:
 - A: Borough Councillor's report;
 - B: Actions arising from prior meetings;
 - C: Reports of meetings associated with the former fireworks factory;
 - D: Village handyman's report;
 - E: Responsible Finance Officer's report.

18. Apologies

The apologies of County Councillor Terry Clements were received.

19. Declarations of Interest

Cllrs Rickard and Chester declared an interest in item 25(iii), the Chedburgh Summer Fete.

20. Minutes of the last meeting

The minutes of the Annual Parish Meeting dated Monday 11 May were verified and carried forward to the 2016 Annual Parish Meeting for agreement and signing. The minutes of the Annual Meeting of the Parish Council dated Monday 11 May 2015 were agreed a true record and signed by the Chair.

21. County, Borough and Community reports

- (i) No report had been received from County Cllr Terry Clements.
- (ii) Borough Cllr, Angela Rushen, gave a report which is produced in full at appendix A.
- (iii) PCSO Anthony Welford and PC Darren Marshall advised that no crimes had been reported in Chedburgh since the last meeting. PC Marshall reported on organised door-to-door activity and the replacement of Police Direct by Police Connect.

The meeting was adjourned for public question time.

No items were raised.

The meeting was reconvened.

22. Decisions taken since the last meeting

The Clerk advised that, having consulted councillors, he had made the planning consultation response indicated at item 24(i).

23. Clerk's report

- (i) Cllrs received and noted the Clerk's report of actions taken since the last meeting (Appendix B).

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- (ii) Cllrs welcomed the new Parish Council website and authorised the Clerk to retire the site at <http://www.parish-council.com/Chedburgh/>.
- (iii) Cllrs noted the content of SALC LAIS update 1381: Fly grazing.

24. Planning

- (i) Report on recent applications
Cllrs affirmed the following consultation response made under delegated powers:
Application DC/15/1016/HH: 6 Kings Park, Chedburgh No objection
- (ii) Report on progress with development of the former fireworks factory
Cllrs agreed the reports of meetings dated 29 May and 1 July (Appendix C) and asked the Clerk to forward a copy of the notes for the 1 July meeting to Rob Beaumont.
- (iii) Marquis Cornwallis public house
The Clerk reported that Hawthorn Leisure was prepared to sell the public house and the land (other than the car park) opposite the public house separately.
Cllr Westcott reported that he had been advised by the Borough Council that planning permission for housing development on the land opposite the public house was unlikely to be granted.
Councillors agreed that the land opposite the Marquis Cornwallis was used by the community for events.
It was agreed that the Clerk write to Hawthorn Leisure advising the Parish Council's preference that the land remain undeveloped and available for community use and requesting a meeting.
- (iv) Access and parking rights on Parish Council land
Councillors noted that, from time to time, the public parked on Parish Council land causing some damage. It was agreed that no further action be taken.
- (v) Ownership of the lane to Vendas Farm
The Clerk was asked to investigate ownership.

25. Community

- (i) Village Handyman report
Ian Leggett's report was received and noted. See Appendix D for the full report.
It was agreed that the Clerk establish what cover, if any, is currently provided for volunteers using their own equipment to cut verges and to enquire whether a qualified user is covered under the Parish Council's insurance when using heavy duty machinery such as a digger.
- (ii) Vehicle Activated signage
Ian Leggett reported on vehicle speeds recorded by the VAS when installed on Chevington Road. It was agreed that the information be forwarded to PCSO Welford.
- (iii) 2015 Chedburgh Village Fete
Cllr Westcott invited Elizabeth Williams to report on the outcome of the Summer Fete. Cllrs were advised that the fete had been successful in drawing the community together and that, in the process, had raised the sum of £3,726 which would be divided between seven community groups, one of which was the Parish Council.
Cllrs were further advised that the next Chedburgh Summer Fete will be held on Saturday 25 June 2016.

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Cllr Westcott proposed, Cllr Varney seconded and it was agreed that the fete donation of £532.39 paid to the Parish Council be returned to the Community Council as a section 137 grant for the following purposes:

- £32.39 to assist with 2016 fete costs;
- £500.00 to assist with the roof repair costs to the Erskine Centre.

25. Finance

- (i) The report of the Responsible Finance Officer (Appendix E) was received and noted. It was agreed that funds currently ring-fenced for the RAF Memorial (£110.00) and for donations to other organisations (£250.00) be reviewed at a future meeting. It was agreed that, if approached by Gareth Williams, the Parish Council will offer further block bookings for use of the playing field.
- (ii) Cllrs noted the opening of the Unity Trust Bank account and agreed that the sum of £10,000 be transferred from the Bank of Ireland to Unity Trust Bank and that the sum of £200 be allocated to the Parish Council ALTO card
- (iii) Cllrs noted requests from the Community Council and Little Teapots for financial assistance arising from promised section 106 monies associated with development of the former fireworks factory.
Although not currently able to make final decisions, councillors indicated that:
 - (a) grant support, when available, will be given to the Community Council;
 - (b) because of the number of children from outside the parish, any assistance given to Little Teapots, will be conditional on match funding from neighbouring parish councils.
- (iv) Cllr Westcott reported on a bequest of £2,062.50 from the estate of Miss Isla Fraser Ashton deceased to be divided between the Parish Council (£1,250.00) and Chedburgh All Saints Church (812.50).
- (v) Cllrs approved the principle of contributing to the contractual employment-related costs incurred by the Clerk but requested further time to consider the matter. Cllrs invited the Clerk to:
 - (a) circulate proposals which councillors will respond to before September;
 - (b) receive councillors' feedback and to draft a document for consideration at the next meeting.

26. Councillors' reports and items for future agendas

- (i) No further reports were made.
- (ii) No meeting arrangements were advised.
- (iii) No future agenda items were proposed.
- (iv) Other items of information
 - Cllr Westcott has approached Sam Parrett about the Parish Council vacancy;
 - Cllr Landymore commented on the current significant rat infestation. Cllr Westcott indicated he would contact MCR.

The meeting ended at 9.50pm.

Chairman, 14 September 2015

Appendix A: Borough Councillor's Report

Presented to Chedburgh Parish Council on Monday 13 July 2015

I am taking this opportunity to forward you the following briefing note about St Edmundsbury and the way forward. Not all of it is new to you, but it seemed logical to give you the comprehensive document.

There are some serious challenges - and opportunities - on the near horizon.

Issues covered:

1. Local Government Transformation- what St Edmundsbury is doing

2. Strategic Priorities:

Economic development

Families and Communities

Housing

3. Key Current Projects:

Haverhill Masterplan

West Suffolk Operational Hub

Eastern Bury St Edmunds development

1) Local Government Transformation - what St Edmundsbury is doing

Shared services

- St Edmundsbury Borough Council (SEBC) has been at the forefront of the local government transformation agenda in recent years, due to its work in a shared service partnership with Forest Heath District Council (FHDC)

- The two councils work together with a single staff team to deliver services as a single organisation, known as West Suffolk

- A Chief Executive for both councils (Ian Gallin) was appointed in 2012 and the staff body has been shared since 2013

- This approach has saved council tax payers and the wider public purse over £3.5m

- The councils now have a single strategic plan and set of objectives; a single website and Councillors meet in joint committees where appropriate

Transformation Challenge Award – Suffolk-wide working and integration

- In November 2014 public services in Suffolk, including St Edmundsbury Borough Council, were successful in bidding for £3.35 million of new funding and £1.8 million to help us use capital more flexibly from a central government fund called the Transformation Challenge Award.

- The Suffolk local authorities will use the funding to deliver a major change in our relationships with other public sector bodies such as police and health, voluntary groups and Jobcentre Plus to deliver immediate and lasting benefit to people across the county.

Devolution

- Suffolk's public sector leaders (from local government, police and health) are currently working collaboratively to put together a devolution proposition to Government in September.

- This puts Suffolk ahead of the field as far as non-metropolitan areas re concerned and the Leaders have a strong ambition to be the first to put their case to Government

- The proposal will include "asks" of Government to support growth and infrastructure delivery, across Suffolk and across the New Anglia LEP geography as well as in individual communities

Behaving more commercially

- In the face of ongoing public sector funding reductions, St Edmundsbury Council is aiming to be more self sufficient by making the most of our current assets, rather than relying on grant funding

- Across the council, we have reviewed our service delivery to make sure we are behaving in a business-like way, identifying savings, making sure we are competing on an equal footing for commercial services.

2) Our major priorities

The West Suffolk Strategic Plan for 2014-16, which covers St Edmundsbury and Forest Heath councils, set out our three major priorities.

These priorities (shown below) are the key areas for action through which the councils will achieve our vision of "supporting communities to create the best possible future for people in West Suffolk".

- **Economic development**
- **Families and communities**
- **Housing**

Examples of our current approach in these areas are set out below.

i) Economic development

- The West Suffolk plan for jobs and growth will support the ongoing growth and development of Bury St Edmunds and surrounding areas
- The Suffolk Business Park (see next section) will bring significant new opportunities for local and national businesses to relocate to Bury St Edmunds
- An inward investment pack was produced in 2015, encouraging would-be investors to bring their business to West Suffolk
- The number of people visiting Bury St Edmunds town centre in 2014 rose 4% compared with 2013. Nationally and regionally, footfall for 2014 fell by 0.5% compared with the previous year

ii) Families and communities

The West Suffolk Families and Communities Strategy, published in 2013, sets out how we will focus our resources on strengthening families and communities to reduce the demand on public services. We do this by:

- focusing on early intervention and prevention;
- working in localities and identifying community leaders and key groups of residents, we will work to support communities in using their assets to reduce the need for crisis interventions;
- making £2,500 available to each ward councillors via a locality budgets to help local groups achieve their goals, supported by council Families and Communities officers; and

- simplifying the grant process to a Community Chest and ensuring it is accessible to local community groups.

iii) Housing – growth

- St Edmundsbury is an area of significant housing pressure - with prices influenced by the Cambridge housing market, and a number of families in housing need.

- 11,000 new homes need to be built across St Edmundsbury by 2031.

- The Council's Vision 2031 planning document sets out where new homes will be built over the next 16 years

- This includes a number of large sites around Bury St Edmunds. Masterplans have already been approved for 4 major sites; Tayfen Road (300 homes), Moreton Hall (500 homes), NE Bury (1200 homes) and NW Bury (1200 homes). A further proposal for 1250 homes in SE Bury is being consulted on.

- The councils also supported 112 home owners to bring their empty properties back into use last financial year (2014-15) (NB this figure is for W Suffolk as a whole)

iv) Haverhill Masterplan

- In the Vision 2031 Plan for Haverhill it was identified that a new town centre masterplan was needed to guide planners to what the community wants its town to look like in the future.

- The public gave their views during Phase 1 of the consultation, held in March and April, on what independent planning and urban design experts believed to be the broad 'issues and options' that needed to be considered in preparing the town centre masterplan. Those comments were taken into consideration in the draft masterplan.

- The draft masterplan was written to be an 'aspirational, realistic and deliverable' flexible framework which can help bring development opportunities and improvements to Haverhill town centre in the short, medium and long term. Consultation on the draft masterplan is currently open, and closes on the 17 July. Following on from this a final masterplan will be formally prepared as a Supplementary Planning Document (SPD) thereby forming part of the Statutory Planning Policy Framework for Haverhill."

3a) West Suffolk Operational Hub

Current position

- Progress has been halted since the motion to put more money into the scheme was defeated at Full Council on Tuesday evening. I will keep you updated with this.

3b) Eastern Bury St Edmunds development - Suffolk Business Park, Eastern Relief Road, (ERR), new secondary school and homes

Current position

- Suffolk Business Park: strategic site (68 hectares) to the east of Bury St Edmunds (edge of Moreton Hall and Rougham) for employment use, 500 homes, a secondary school incorporating leisure and community uses.
- Delivery is dependent on the Eastern Relief Road (ERR), with improved junction on the A14.
- Important phase of the town's growth.
- Land has been allocated for a number of years, unlocking the potential now become a reality as £15 million in funding available for the ERR.
- ERR construction contract to be let in summer by Suffolk County Council (SCC).

Secondary school

- St Edmundsbury (SEBC) transferred land to SCC for school, with shared community use, including indoor and outdoor sports and leisure facilities.
- SEBC capital contribution of £1,366,460 (including anticipated S106 contributions and receipt from land transfer) for community facilities.
- Community facilities to be managed by Abbeycroft Leisure (manages five council-owned leisure centres in West Suffolk) as a commercial opportunity, enabling the council to reduce its management fee.
- NB The school development was subject to Suffolk County Council planning permission. This was initially refused on highways and design considerations. The application was resubmitted and passed at SCC Planning this week.

Funding

Funding for the Eastern Relief Road is coming from:

- New Anglia Local Enterprise Partnership (NALEP): £10 million;
- St Edmundsbury Borough Council investment £3 million; Suffolk County Council: £2 million;
- St Edmundsbury is underwriting a maximum of £4.5 million to secure an electricity supply to the whole site;
- Return on investment could include land, a share of development profits or both, giving the council a say in the business park's development beyond the traditional planning role.

Challenges

- Land ownership - mixed ownership.
- St Edmundsbury agreed to start Compulsory Purchase Order process to enable all the land to be assembled to enable work to start on the road and subsequently to bring the various developments forward.
- At the same St Edmundsbury is seeking to reach agreement with the land owners by negotiation.
- Agreement with second landowner/developer is enabling road to be built in stages while other negotiations carried out - means the road can be built to service new school.

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There are three other major items which were brought to Full Council this week. They are the Masterplans for Station Hill and the West Suffolk Hospital, also the Culford Park Management Plan.

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Housing

In the summer last year St Edmundsbury bought a five bedroom House of Multiple Occupancy (HMO) in Lake Avenue, Bury St Edmunds. The move was triggered after the council had to spend more than £200,000 on putting homeless households into bed and breakfast accommodation.

We have a statutory duty to provide accommodation for homeless households in priority need, but a lack of suitable accommodation meant the authority had to rely on bed and breakfast accommodation.

We also have a duty to the Taxpayer to make efforts to bring this cost down - and this purchase is a bold step to reduce this cost. By investing we are also saving. The first residents have now moved in.

Funding: Community Chest

A new fund has been set up to encourage and enable organisations to innovate and explore ways they can improve the lives of residents.

Community Chest is a new flexible fund set up by Forest Heath District Council and St Edmundsbury Borough Council to simplify the range of funding the two councils previously offered.

Organisations can still apply for funding and will be asked to show how it will help the two West Suffolk councils to support families and strengthening community resilience. The councils will also be able to commission a voluntary, charity or community groups to carry out a project, which again helps meet its families and communities agenda.

The level of grant available through the two councils has been increased by £20,000 with a combined total of more than £500,000 available for 2016/17.

More information about the Community Chest will be available at the Smarter Funding: Better Outcomes conference at The Apex in Bury St Edmunds on 15 July from 9.30am. To book a place phone Kirsty Downes on 01284 757040 or email kirsty.downes@westsuffolk.gov.uk

A smaller amount of money - approximately £110,000 - is available for 15/16. The closing date for applications is the end of July. The closing date for applications for 2016/17 is the end of September 2015.

Further details about the Community Chest fund, the councillor locality budget scheme and West Suffolk's Families and Communities Strategy can be found at: www.westsuffolk.gov.uk/community

Cycle route

Neil Anthony, who used to work for SEBC, is trying to get people interested in an idea of a safe cycle route into Bury from the south west rural villages.

Horringer Parish Council is keen on this potential scheme. If a suitable route could be found this would be of benefit to all villages and communities south west of Bury. These communities could develop their own routes to link together and provide, as much as possible, a traffic free route that could extend, over time to Haverhill and Clare. Local knowledge will be key in identifying routes and securing access over potentially private land. Neil can be contacted on njanthony@hotmail.co.uk

Crucial Crew 201

Around 900 St Edmundsbury school children will be learning vital life-lessons at Crucial Crew 2015 this month.

Year six children aged between 10 and 11 years, from 20 schools, will come together at West Suffolk College in Bury St Edmunds to experience various scenarios, staffed by experts who show children how to deal with potentially dangerous situations and how to protect both themselves and others. The Fire Service will simulate what it is like being in a burning house and East Anglian Dogs Trust will explain how to keep safe around dogs. As well as fire and dog safety, the focus is also on road safety, food safety, personal safety and personal well being.

This year 900 children from 20 schools will be attending the scenarios run by the Fire Service, Police, Road Safety, East of England Ambulance Trust Environmental Health, East Anglian Dogs Trust, and Abbeycroft Leisure. Crucial Crew is organised by St Edmundsbury Borough Council.

Contact Helen Lindfield, Families and Communities Officer, 01284 757620, mobile 07939 886 649

Angela Rushen

July 2015

Chedburgh Parish Council

Appendix B: Actions arising from prior meetings

Presented to Parish Council meeting dated 13 July 2015

Cllrs – All Councillors	MC – Michael Chester	PF – Pat Fisher
MR – Margaret Rickard	CV – Clare Varney	PW – Peter Westcott
TL – Teresa Landymore	IL – Ian Leggett	Clerk – Paul MacLachlan

Actions carried forward from Parish Council meeting dated 11 May 2015

Ref	Action	Who	Done
Meeting dated 11 May 2015			
12(i)	Advise NATS of the date of the Chedburgh Village Fete on the playing field	Clerk	Yes
12(i)	Write to Chevington Parish Council regarding overgrown branches on Chevington Road	Clerk	Yes
12(ii)	Ask Hawthorne Leisure about likely timescale for the sale to new owners and what options considering for land opposite the pub	Clerk	Yes
13(iv)	Arrange 3-year insurance deal with Hiscox	Clerk	Yes
14(iii)	Open a current account with Unity Trust Bank to facilitate cheque and online payments	Clerk	Yes
14(v)	Liaise with Cllrs Westcott and Rickard to agree terms of new contract	PW, MR	Yes
16(ii)	Arrange meeting with Rob Beaumont and invite Planning Officer	Clerk	Yes
16(iv)	Advise Pensions Regulator that Cllr Westcott is nominated point of contact.	Clerk	Yes
Meeting date 9 March 2015			
9(i)	Purchase grit bins (not urgent)	IL	In hand
Meeting dated 12 January			
6(iii)	Repair to Chevington Road bus shelter (Company to remedy faults at which point payment will be made)	Clerk	In hand

Publication of delegated decisions

- (i) Purchase of 2 VAS bracket sets costing £160 + VAT following consultation with Chair and Vice-Chair;
- (ii) Entered into a block booking agreement with personal trainer, Gareth Williams, following consultation with the Chair. Agreement permits use of the playing field on Saturday mornings (8.00am to 9.00am) and on Tuesday evenings (7.00pm to 8.00pm) in conjunction with his use of the Erskine Centre. Saturday block bookings expire on 25 July and Tuesday bookings on 11 August. Charge is £2 per session.
Seek authorisation to offer further bookings if approached.

Chedburgh Parish Council

Paul MacLachlan, Clerk, 17 The Glebe, Lavenham, Suffolk, CO10 9SN
Tel: 07958 932480 Email: chedburghpc@gmail.com

Appendix C: Reports on meetings associated with former fireworks factory Presented to Parish Council meeting dated 13 July 2015

6 June 2015

Rob Beaumont
Project Manager
Brocket Park Limited
Sterling House
Langston Road
Loughton
Essex
IG10 3TS

Dear Rob

Although you were unable to attend our planned meeting on 29 May, councillors decided to meet to discuss your responses with planning officer, Dave Beighton.

Councillors have asked me to raise the following:

1. The Parish Council is not aware that the Borough Council has indicated any wish to own and be responsible for the public open space. Accordingly, unless you have evidence to the contrary, then Brocket Park, or such other company as you create to manage this issue, remain ultimately responsible for the ongoing maintenance of the public open space.

If Brocket Park wishes to raise ownership with the Borough Council, I suggest that this be done as a matter of urgency. In the meantime I suggest that plans be drawn up on the assumption that responsibility for maintenance rests in your hands.

2. We believe that condition 16 (paras 18.2, 18.3 and 18.4), relating to remediation work, is yet to be satisfied.

The Parish Council asks that remediation works commence as quickly as possible as we believe these works should be completed prior to the commencement of landscaping, which according to conditions 4 and 25, need to be completed within the first planting and seeding season following occupation of the first dwelling.

We believe that the planting and seeding season begins in October and ends in March. Accordingly, landscaping on site must be completed by 31 March 2016.

I draw your attention to condition 16 (18.3) which requires:

- you give the Local Authority require two-weeks' notice of commencement of scheme remediation works;
- you must provide evidence that the remediation works have been effective;

Chedburgh Parish Council

Paul MacLachlan, Clerk, 17 The Glebe, Lavenham, Suffolk, CO10 9SN
Tel: 07958 932480 Email: chedburghpc@gmail.com

- the Local Authority to approve, in writing, that the remediation works have been completed satisfactorily.

3. Can you please confirm that the derelict building (marked grey on the ecology report) within the public open space will be taken down.

Councillors would still welcome a meeting with you and it will be helpful if you can suggest one or two dates prior to the end of June.

With best wishes

Yours sincerely

Paul MacLachlan
Clerk

Chedburgh Parish Council

Paul MacLachlan, Clerk, 17 The Glebe, Lavenham, Suffolk, CO10 9SN
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Summary of a meeting to discuss the public open space at the former fireworks factory on 1 July 2015

Present: Parish Councillors
Rob Beaumont, Brockett Park

Rob Beaumont responded to the Parish Council's questions as follows:

- 1 Has all work been completed to enable handover of the 26 homes to Havebury on 30 June as stated in your email dated 27May?
No, but completion is expected by 31st July
- 2 Is end of August 2016 the date for completing the whole development or just the phase 2 housing?
The whole site
- 3 Where do we now stand regarding the decontamination issues raised by Dave Beighton for phase 3?
It was not clear that all decontamination issues outstanding in para 18 had been resolved. The floor slabs will be retained and a revised Landscape Management Plan has been produced to show their retention
- 4 Can you confirm that all tyres will be removed before 30/11/15 as recommended at para 5.3 in the ecology report?
All visible tyres will be removed but not the buried tyres
- 5 Will the derelict building, close to the tyre heaps, also be removed before 30/11/15?
Yes, and so will the other building, close to the badger sett
- 6 What is the proposed timetable for developing and completing the POS
It will start in September when they hope to secure funding for completion of the development. Finish date is planned for March 2016
- 7 As the POS will not be handed over to the Borough, but will be retained and maintained by you, how do you propose to ensure that the maintenance is undertaken in accordance with the agreed details?
Not really been considered yet. Maintenance will be contracted-out

Appendix D: Handyman Report for period May to July 2015 _
Presented to Parish Council meeting dated 13 July 2015

The Play Area was mowed, debris removed, all play items cleaned and the pathway edges cleared of grass then blown clean with blower on May 14th. (The Playground Inspection Officer arrived just as I was finishing).

The widened footpath on Bury Road still has the 3 manhole covers dumped alongside the path.

The VAS system was collected from Whepstead on May 15th. It was installed on Chevington Road with Mike Chester on May 16th.

The Play Area was mowed again on May 27th.

The Playing Field mowing seems to be very erratic since new contract. 1st cut April 15th, 2nd cut May 11th, 3rd cut May 28th, 4th cut June 20th, 5th cut June 24th, 6th cut July 8th. West Suffolk are now cutting the Play Area again.

More street light faults reported in Paddock Way and Elizabeth Drive on May 19th.

Queens Lane paths, drains and road edges cleared by blower of tree debris, and dirt. The tarmac pathways are starting to break up through weed growth.

The West Suffolk road sweeper visited the village w/c 8th June but missed beyond Kings Park completely.

West Suffolk are now verge cutting with a tractor attachment instead of strimming. Somewhat erratic method and very messy with vegetation all over pathways and road.

Ray Reavens trimmed the verges along Queens Lane on June 18th.

The VAS system was run for two weeks before being passed over to Chevington PC. An analysis was printed off.

Queens Lane road edges, drains and paths cleared of debris and hardened dirt on June 19th.

Play area equipment cleaned on June 30th.

On a late night walk on June 30th it was noted that in Queens Lane 2 lights were not working at all, and two glass covers were so dirty the light reflection at ground level was less than 10%. Reported to Highways on July 1st.

The two wooden benches (The Green and Majors Close) have been given a Ronseal Woodstain treatment.

I understood the decision was made to also treat the notice board at Majors Close but I have been prevented from doing so by a Councillor.

The notice board at The Green could do with some preventative treatment also.

The ditch in the Playing Field, running alongside Chevington Road, would benefit from a clear out. The last time it was done was 4 years ago. The drain off pipes from Chevington Road are below the level of built up dirt and tree debris. Last winter the ditch was in an overflow state for several weeks which then caused the field to flood instead of relying on soak away. It needs about a foot of debris dug out. A mechanical digger costs about £80 for a day and the labour will be free. We have 3 volunteers at present to do this work.

The A143 had a litter pick on Friday July 19th.

The brackets for VAS System have arrived. These will be affixed to the poles on Bury Road and Chevington Road. The footpath and bridleway to Chevington has had several cuts by Wayne Horridge. The overhanging brambles and nettles were also dealt with.

Ian Leggett. July 11th 2015.

Chedburgh Parish Council

Appendix E: July 2015 RFO report (part 1)

Presented to the Parish Council meeting dated 13 July 2015

Chq	Payments	Total	VAT	Net	
801	Ian Leggett	80.58	4.70	75.88	Repair and maintenance costs
802	Suffolk Association of Local Councils	24.00	4.00	20.00	Training
803	Came and Company	712.50	0.00	712.50	2015/16 Insurance (3 yr deal)
804	Westcotec	192.00	32.00	160.00	2x VAS bracket sets
805	Pat Fisher	113.79	0.00	113.79	Summer planting
806	Paul MacLachlan	300.96	0.00	300.96	June / July net pay
807	Ian Leggett	89.60	0.00	89.60	June / July net pay
	Bank of Ireland	7.50	0.00	7.50	Stopped chq - seeking refund
		1,520.93	40.70	1,480.23	
	Receipts				
	Interest	0.82	0.00	0.82	
	Interest	1.44	0.00	1.44	
	HMRC (2014/15 VAT refund)	261.81	0.00	261.81	
		264.07	0.00	264.07	
Year to date surplus reported to prior meeting		8,336.84			
Payments reported above		1,520.93			
Receipts reported above		264.07			
Current surplus		7,079.98			

Recommendations

- 1 Transfer £10,000 to Unity Trust Bank (issue cheque)
- 2 Add £200 to ALTO card

Notes

- 1 £1,408.83 will be paid to Queensbury when the work specified by the Council is completed.
- 2 Chqs highlighted in red are issued but outstanding at 30 June 2015
- 3 Chqs highlighted in blue are not yet issued

Chedburgh Parish Council
July 2015 RFO report_part 2

		2015/16 Actual	2015/16 Budget	2014/15 Actual
Income	Precept	8,706.00	8,706.00	8,420.00
	Parish Support Grant	974.00	974.00	1,200.00
	National Air Traffic Service	0.00	400.00	400.00
	VAT Refund	261.81	0.00	0.00
	Interest	4.86	0.00	14.95
	Total	9,946.67	10,080.00	10,034.95
Expenditure	Salary costs	1,004.32	3,712.00	4,489.85
	Chairman's Allowance	0.00	0.00	0.00
	Environment maintenance	349.67	2,152.00	1,224.13
	Insurance	712.50	1,179.00	1,144.20
	Publications and training	40.00	65.00	12.00
	Subscriptions	327.00	313.00	313.00
	Audit costs	100.00	250.00	100.00
	Section 137 payments	100.00	300.00	233.79
	Administrative expenses	0.00	210.00	245.14
	Cost of meetings	180.00	120.00	100.00
	Fixed assets	0.00	0.00	0.00
	Other costs	7.50	1,779.00	0.00
	VAT on payments	45.70	0.00	261.81
	Total	2,866.69	10,080.00	8,123.92
	Surplus for the year	7,079.98	0.00	1,911.03

Bank Reconciliation	Bank balance at 31 March 2015	7,972.92	
	Less outstanding cheques	0.00	7,972.92
	Surplus for 2014/15		7,079.98
			15,052.90
	Bank balance at 30 June 2015	16,566.33	
	Less outstanding cheques	-817.08	
	Less cheques to be issued	-696.35	
	Plus credits in transit	0.00	
	Net available funds after payments authorised		15,052.90

Fund Allocation		Year to date	2014/15
Ring fenced funds	RAF Memorial	110.00	110.00
	Donations to local organisations	250.00	150.00
	Clerk's retirement fund	0.00	728.68
	Play area improvements	900.00	900.00
	Total	1,260.00	1,888.68
Unallocated funds		13,792.90	4,173.21
Total Funds		15,052.90	6,061.89