CHEDBURGH PARISH COUNCIL

 MINUTES FOR PARISH COUNCIL MEETING Monday 4th December 2023

Attendees: Cllr A Smith, Cllr Rickard, Cllr Sellars, Cllr McGhee and Mrs F Betts (Clerk/RFO) one parishioner.

Apologies: Cllr S Smith, S C Cllr Soons and W S D Cllr Chester

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| No | ITEM | ACTION |
| 1 | Welcome by Chair and apologies for absence. |  |
| 2 | No declaration of Councillors’ Interests  |  |
| 3 | Public Participation. Presentation by SCC’s Emergency Planning Officer did not place. One parishioner wanted to talk about the flooding of water off the fields in Queen’s Lane just past the footpath leading down from Stonehouse Farm in Factory Lane Chevington. This information will be added to the data the Clerk has established and send to the SCC Flood Team  |  |
| 4 | The Minutes of the Meetings held on October 23rd 2023 and the Budget meeting held on November 13th 2023 were signed as true records |  |
| 5 | Chair’s Report and progress reports for information1. BT box disconnection of electricity letter signed. Electrician is working alongside SCC Highways and UK Network Power
2. Playground maintenance update. Clerk could not find a local firm wishing to take on this work. Clerk was asked to contact McGregor Services to see if they could do an annual hedge cut up to the end of playground equipment and the small clump of hedges to the right of the equipment. Especially cutting back the brambles. Also for Clerk to request Suffolk Highways cut back the hedge on the other side running alongside the highway from Chevington boundary to entrance of the Erskine Centre. The roundabout is fully water logged and the ground is very sodden from all the rain. The Council is fully aware of this
3. Flooding in Queen’s Lane. The Council asked the Clerk to contact Cllr Soons and request that Highways prove that there is no damage to the under the road pipes as they refuse to admit liability. All data gleaned to date suggests this is the cause of the flooding issues.
4. Parking in Paddocks Way. Both the Clerk and WSCllr Chester have looked into whose responsibility this parking problem may be. There are no parking restrictions along this stretch of road and therefore it is not either Council’s responsibility. The Clerk was asked to publish guidance via the Benefice magazine and website and on social media to park considerately and to remember emergency services need access at all times. The situation will continue to be monitored.
5. Grass cutting around the village. The Clerk has identified that the Parish Council pays for the grass cutting around the Erskine Centre at a cost of almost £500 a year. She will raise this issue with the CCDRCC and enquire as to the history of this payment.
6. Carpark at old public house. Cllr McGhee said that this area had a significant number of empty wine bottles building up on the ground and in the hedges and could the Clerk ask the Police to visit the area during their regular drive byes. Several black bin bags of bottles had been tidied away. Could the Parish Council block the entrance to cars any way. Clerk to ask SALC if this was possible. (Land not owned by Council so may not be allowed)
7. Resignation of Councillor and recruiting new Councillors. The Council was only just quorate for this meeting. The Clerk was asked to advertise the two positions around the village and in the Benefice Magazine
8. Playground revamp questionnaire to parishioners. Following a discussion it was decided that the soggy wet field and its drainage problems need to be resolved before anything else is done with this revamp. Clerk to research companies that can do a site survey to discover the driest versus the wettest part of the field. It was agreed to approach the CCDRCC and to suggest the t wo parties work together on this. Clerk to set up a meeting with the Parish Council and the CCDRCC
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| 6 | No attendance by Suffolk County Councillor. Report to follow |  |
| 7 | No attendance by West Suffolk Councillor. Report to follow |  |
| 8 | Parish Councillor’s reports1. Cllr Sellars – Community Pantry/Larder. The shed has been purchased and stied outside of the Erskine Centre to the left of the main doors. The Clerk has applied for the Locality Budget from WSC and the PC are willing to match this donation. It was agreed that each Councillor to take turns to ensure the cupboard has food. Clerk to contact Chevington Church and ask what foods are most needed. Councillors will put expenses at each meeting to cover their costs.
 | ALL CLLRS &CLERK |
| 9 | Planning Applications. 1. DC/23/1753/TPO – 3 Tudor Close, Chedburgh. IP29 4XDTPO 502 (2010) tree preservation order - one Oak (T1 on plan and order) a. reduce upper crown growing towards house by one metre b. crown lift by five metres c. reduce upper central limb growing towards footpath by two metres. No objections (awaiting decision)
2. DC/23/1675/HH – 11 Majors Close, Chedburgh. Replace steps with ramp. No objections. (awaiting decision)
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| 10 | To receive Financial Officer’s Report 1. Proposed by Cllr McGhee, seconded by Cllr Sellars with the following vote being unanimous to sign off all bank transactions since the last meeting (self governance) and to agree on the annual precept.

*NB By Virement means a payment not budgeted for (and does not come under a statutory power) but is a necessary expense for the running of the Council*

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| Invoice detail | Details of Payee | Amount £ | Statute Power | BACS or Cheque NO |
| 028 | Clerk October salary | 314.83 | S112 LGA 1972 | SO |
| 029 | Clerk’s November salary and back pay | 341165 | S112 LGA 1972 | SO and BACS |
| 030 | Clerk’s mileage expense | 41.40 | S112 LGA 1972 | BACS |
| 4955 | McGregor’s services flail Mulberry Green | 120 | Ss9-10 Open Spaces Act 1909 | BACS |
| N/A | Cllr A Smith expense – purchase of shed for community pantry | 130 | S112 LGA 1972 | BACS |

1. Clerk’s invoices Nos 020, 021, 022, 024 & 028 as incorrect amount typed on invoice and bank standing order for £314.83 not £317.10 as printed were re-signed off. (Clerk’s typo error). See bank statements for actual payment amounts.
2. Bank balance as of 4th December 2023 was £28,891.73
3. Annual Precept form was agreed and signed
4. Headway donation request for s137 monies. Council agreed to donate £50 to this worthy charity. Proposed by Cllr Smith, seconded by Cllr Rickard with the following vote unanimous. Clerk to arrange payment.
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| 11 | Clerk’s report 1. Grass cutting invoice from WSC see item 5:5
2. Tree planting around the village. Wildlife Friendly Chedburgh have been given some trees to replace the dead and deceased ones that were removed earlier in the year. A board information boards have been placed on the intended sites to inform residents and give a platform for comments. So far there has been no complaints
3. BT box and electricity update see Item 5:1
4. SALC training. It has been decided to go with the two dates at end of January and middle of February on a Wednesday. Clerk to invite Chevington Parish Councillors too. Clerk to organise hall and refreshments.
5. Email to SCllr Soons regarding highways and gas pipes. The Clerk and Cllr McGhee have drafted a letter with accompanying maps for reference to be sent to Cllr Soons to act on. Clerk read the letter out. Council agree she can send it via email.
6. Email to SCllr Soons regarding jetting of drains around village Clerk to email Karen with Council’s discussion points. Cllr McGhee to send Clerk some photographs. Three areas have been identified; 1. The Street by the junction on Memorial Green, 2. Further along The Street, and on the A143 just past the junction from Memorial Green.
7. Email to SCllr Soons regarding signage poles sited on A143. Awaiting a reply
8. Flooding alerts and information added to PC website
9. WSC Locality budget request sent – awaiting reply
10. Riparian Rights. Clerk to write an article for the Benefice magazine regarding Riparian Rights. Then to compose a letter and send to all households in Chestnut Crescent and first half of Queen’s Lane.
11. Silver Tree Way – non adoption update. See Item 11:5
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| 12 | Community Speed Watch Team and VAS report. The VAS machine has been live on the A143 wince October 29th. The first set of data makes for interesting reading. The Clerk is to contact Horringer’s Parish Council Clerk to check what their data is to act as a reference point. The average daily number of vehicles driving past this machine is 4500 and the average speed is well over 30mph. Clerk to check with Highways that this pole is in the correct place and to also ask Cllr Soons if the poles being used for the temporary 30mph signs can be reused by the Council once the water pipe works has completed.No volunteers have come forward to join a Community Speed Watch Team. The Clerk suggested contacting Chevington CSWT and ask if the two villages could pool their resources. They could share the camera. Clerk to contact Chevington PC and also to contact Suffolk Police Speed team and request a visit to identify possible locations for a camera team. Clerk to ask ex Cllr Cardy for the data gleaned from a similar project in 2022 to check data against each other. | CLERK & CLLR SOONSCLERKCLERK |
| 13 | Community Larder/Pantry see Item 8:1 |  |
| 14 | Items for the next agenda1. New notice board
2. Suffolk County Councillor’s reply to all actions above
3. Vacancies and advertising
4. Research regarding drainage solutions
5. CSW Team with Chevington and locations of sites around village
6. Meeting with CCDRCC
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| 15 | Date of next meeting and meetings for 2024Change of date for January – now Monday January 22nd

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| Monday March 4th | Monday October 28th |
| Monday May 20th | Monday November 11th (Budget Mtg) |
| Monday July 8th | Monday December 2nd |
| Monday September 2nd |  |

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MEETING ENDED AT 21.15 HOURS

Date of next meeting: Monday January 22nd 2024 at 7.30pm

CHAIR: …………………………………………………………………………………. DATE: …………………………………….