

# LIDGATE PARISH COUNCIL

Minutes of the meeting held on Thursday 14<sup>th</sup> September 2017

**Councillors present: John Whitefield (Chairman), Sue Sage, Chris Bliss and James Wreathall**

**Also present: Joanne Kirk (Clerk) and 3 members the public**

## Open Forum

The following issues were raised during the Open Forum

- The village hall committee has received a request from two residents to rent and maintain the village hall garden. The VHMC has consulted a solicitor who has said that Parish Council owns the village hall, so they would need to give their approval for any change and meet the cost of the conveyancing. It was agreed that this item would be added to the next agenda for discussion.
- The treasurer and chairman of the Village Hall Committee are both stepping down from their posts at the AGM on 6<sup>th</sup> December.
- A resident spoke about the purchase of a defibrillator and which one to buy.
- The seats on the new swings are too high for children to climb on to easily. The clerk agreed to contact Handmade Places to arrange for them to be adjusted.

### 1. Acceptance of apologies for absence

Chris Stembridge, Stuart Crosby and Steve Child sent their apologies. Mary Evans and Clive Pollington also sent their apologies.

### 2. Declaration of Interest in items on the agenda

No councillors declared an interest in any items on the agenda

### 3. Approval of minutes of the meeting held on Thursday 6<sup>th</sup> July 2017

It was resolved that the minutes were correct. The Chairman then signed them.

### 4. County Councillors Report

Mary Evans sent the following report:

- Speeding – the police camera has been out to some parts of the area and over 300 drivers have been prosecuted.
- GCSE and A Level results are looking good, but the official results are not known yet.
- Suffolk County Council's consultation on its proposal to provide free transport to the nearest school only.
- Suffolk County Council will continue to run the Fire Service.

### 5. Borough Councillor's report

Clive Pollington sent a written report. Plans for the West Suffolk Waste Hub are on hold as there were a couple of things which need to be sorted out from the original planning application. It will be put forward again in late September. The merging of Forest Heath District Council and St Edmundsbury Borough Council is still under discussion.

### 6. Police issues

No Police issues were raised.

### 7. Update on list of actions agreed at the last meeting

There was one outstanding councillor action.

### 8. Finance

#### a) Approval of any payments and signing of Schedule of Payments

It was resolved that the following payments would be approved:

- J P Kirk expenses – LGA 1972, s111 – **£29.19**
- Royal British Legion – poppy wreath and donation – GPC - **£40.00** Chris Bliss agreed to organise a wreath.
- Risby Parish Council - Annual contribution (12%) towards the cost of the clerk's work phone - LGA 1972, s111 - **£26.53**
- HMRC – PAYE - LGA 1972, s111 – **£130.60**
- Ousden Parish Council - 1/3 of cost of the Ousden-Lidgate-Dalham footpath leaflet - Local Government (Miscellaneous Provisions) Act - **£93.50**
- C P Landscapes - Removal and replacement of 4 posts near Lidgate pond - Open Spaces Act 1906, ss 9 and 10 - **£120.00**
- Broxap - Double flat swing - Open Spaces Act 1906, ss 9 and 10 - **£1,440.00**

It was resolved that the following payment would be made to Broxap once the height of the swings have been adjusted:

- Broxap - Installation of the swings - Open Spaces Act 1906, ss 9 and 10 - **£2,370.00**.  
Chris Bliss and Sue Sage signed the Schedule of Payments. The Chairman countersigned it.

**b) Approval of payments authorised between meetings**

No payments were authorised between meetings.

**c) Payments made between meetings but previously authorised**

|          |            |                        |
|----------|------------|------------------------|
| 10/07/17 | 176/8h     | Fidelity Funds Network |
| 31/07/17 | 176/8g & h | J P Kirk - salary      |
| 10/08/17 | 176/8h     | Fidelity Funds Network |
| 30/08/17 | 176/8g & h | J P Kirk - salary      |

**d) Approval of the record of online payments made since the last meeting**

Chris Bliss checked and signed the record of online payments.

**e) Signatory to complete the checklist of Internal Controls**

Chris Bliss completed and signed the checklist of internal controls.

**f) Update on the Annual Audit 2017**

BDO has completed the Annual Audit. There were no matters which came to their attention which require the issuing of a separate additional issues arising report.

**g) Poppy wreath and donation for the Remembrance Day service**

Chris Bliss agreed to organise the poppy wreath again this year.

**h) Change of bank signatories following the resignation of Chris Morley**

It was resolved that Chris Stembridge would be added to the bank mandate to replace Chris Morley. If he is not willing to be a signatory, Sue Sage agreed to be added.

|   |
|---|
| Proposed increase: £120.00              |
| Annual cost per band D household: £1.21 |

This is in line with last year's increase.

**9. Planning**

No planning applications have been received.

**10. First draft of the Council's Electronic Communication Policy**

It was resolved that the Electronic Communication Policy would be approved and uploaded onto the website.

**11. Highways/Rights of Way/Tree Issues**

**a) Complaint from a resident about speeding in the village and request to move the 30mph limit further out of the village at the Wickhambrook end**

It was resolved that the clerk would email Suffolk County Council's Speed Management Guidelines to councillors. James Wreathall agreed to check whether the location meets the criteria for moving the 30mph sign. The Parish Council has received an email from Wetheringsett Parish Council about rural speeding and the collection of VAS data. It was resolved that Chris Stembridge would contact Charles Harvey on behalf of the Council about the speeding problem in Lidgate and to suggest that, once agreement has been reached about how to standardise VAS data from each parish, villages work together to tackle rural speeding.

**b) Three Villages Walk**

The leaflets have now been received from Suffolk County Council and Lidgate will receive one box. The clerk has reported the section from Cropley Grove towards Dalham along footpath number 9 in Ousden which is overgrown. Ousden Parish Council has asked about two posts which have been removed between points 7 and 8 on the footpath map. John Whitefield said he had moved them to Cropley Grove as the route was not clear there. It was resolved that two plastic holders with lids would be ordered for the leaflets similar to the ones in Ousden.

**12. Update on the fundraising for a defibrillator**

Sufficient money has now been raised thanks to locality funding from Mary Evans and Clive Pollington and generous donations from residents. It was resolved that the clerk would order a defibrillator from the Community Heartbeat Trust at a cost of £1,995 + VAT. The clerk agreed to ask Steve Child if he would be willing to arrange the installation of the defibrillator with Dale Jeffery Electrical Services Ltd and be responsible for checking the defibrillator once installed.

**13. Playing field issues**

**a) Play inspection report**

The following issues were raised in the latest report:

- There are weeds/vegetation growing between or around the edge of the surfacing.

- The mat sides on the zip wire are loose and need to be monitored  
John Whitefield confirmed that he had fixed the mats on the zip wire and that the weeds have been cut back. He also asked that it be minuted that a resident repaired the Council’s lawn mower free of charge and that the Council would like to pass on its thanks to the resident.

**b) Moles on the playing field**

The problem with moles has recurred making the playing field unusable. It was resolved that the Council would set up an annual contract with Alan Southgate at a cost of £360.00 per annum and that the cost would be covered by money in the Council’s playground maintenance fund. John Whitefield agreed to speak to Alan Southgate.

**14. Village issues**

**a) Possible Fit Villages course**

Fit Villages is struggling to find an instructor willing to come to Lidgate. The clerk was asked to contact Hollie Woods at Fit Villages again for an update.

**b) Update on the village project to purchase swings for the playing field**

The swings have now been installed but need adjusting as the seats are too high.

**c) Review of the list of resources in the Emergency Plan and email from the Suffolk Joint Emergency Planning Group about providing them with three emergency contact numbers for the parish council.**

John Whitefield, Chris Bliss and Sue Sage were happy for their phone numbers to be passed on.

**d) Purchase of spring bulbs**

It was resolved that this item would be carried over until next year.

**15. Correspondence**

No correspondence has been received.

**16. Any other business for noting or including on the next agenda**

It was resolved that the following items would be included on the next agenda:

- The proposal to rent part of the village hall garden
- The implications for the Parish Council now that it has found out that it owns the village hall, particularly if there was no village hall committee to manage the hall

**There being no further business the meeting closed at 9.20pm.**

Signed ..... (Chairman) Dated .....