

LIDGATE PARISH COUNCIL**Minutes of the meeting held on Thursday 8th September 2016**

Councillors present: John Whitefield (Chairman), Chris Morley, Stuart Crosby, Linda Gilmour, Steve Child and Sue Sage

Also present: Joanne Kirk (Clerk), Borough Councillor Clive Pollington and one member of the public

Issues raised during the Open Forum:

The following issues were raised during the Open Forum

- The street light opposite Cobbold's View is still not working
- There are some historic documents which need to be stored somewhere. It was suggested that they be stored at the village hall.
- Anthony Foreman has produced a new book called '*Lidgate Two Thousand Years of a Suffolk Village*' which he showed the Council.

1. Acceptance of apologies for absence

Apologies were received from Chris Bliss.

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 14th July 2016

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

4. Update on list of actions agreed at the last meeting

There were no outstanding councillor actions.

5. Written report from County Councillor Mary Evans

- Street light opposite Cobbold's View. She has called Richard Webster and will email his response when she gets it.
- Lidgate road works. She has asked the head of SCC's network management team to call in the company responsible for the traffic management schemes for road works following the mayhem in Lidgate when the road was closed in July. The signage was inadequate and was left up for days after the works were completed.
- The Health and Safety Executive has been in Suffolk in the past month interviewing Highways staff as part of its investigations into the death of a sub contractor working in Lidgate in the 2014. This investigation is likely to run for a very long time.
- Education. Standards in Suffolk are improving. The GCSE results have generally been good again in Suffolk and the gap between the most disadvantaged pupils and the advantaged has narrowed. 82% of Suffolk schools are now rated good or outstanding and Suffolk is setting strong foundations for children as Early Years Foundation Stage attainment levels have risen over the past three years from several points below the national average to a couple of points above.
- Child Asylum Seekers. When it comes to disadvantage the cohort with the toughest challenges are the 56 unaccompanied Child Asylum Seekers. They are all mostly older teenage boys and attend a specialist education centre in Colchester.
- Devolution - the official consultation is over and a majority of a very small number of responders favour devolution but are less keen on the elected mayor proposal. One of her concerns is how the working of a combined authority across Suffolk and Norfolk could be held to account effectively. She is delighted to have been invited by the Centre for Public Scrutiny to sit on a reference group that is being set up to support a project they are undertaking this autumn looking at devolution and governance.
- Exercise. The Suffolk Fit Villages team is looking to extend its work into this area. Her locality grant can be used to underwrite an initial course.

6. District Councillor's report

Clive Pollington spoke about the following:

- August is traditionally a quiet month due to holidays.

- Devolution. One of the problems is that the balance of wealth differs throughout the country. The responses to the consultation were largely in favour (80%) but there was a lot of opposition to an elected mayor. Thirty million pounds will be given to Norfolk and Suffolk if devolution takes place, over and above the money currently received from central government.
- He agreed to donate £600 to Lidgate Village Hall towards the cost of new swings.

7. Police issues

The Parish Council would like to request a visit from the small Suffolk Roadsafe van. The clerk agreed to contact Mary Evans to request this and to explain the difficulty in obtaining data from the VAS because the software is not compatible with a Mac.

8. Finance

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

It was resolved that the following payments would be approved:

- Risby Parish Council – phone costs and 1/6th share of portable hard drive for backing up Council files - LGA 1972, s111 - **£27.85**
- HMRC – PAYE - LGA 1972, s111 - **£130.60**
- Royal British Legion – donation and poppy wreath – GPC - **£40.00**
- Anthony Foreman - 20 *Happy Lidgate* books to go with the welcome pack – GPC - **£100.00**
- HI VIS jackets for Community Speedwatch - Highways Act 1980, s96 - **£147.00**
- Splash Promotions - Lightweight HI VIS jackets for Community Speedwatch - Highways Act 1980, s96 - **£96.60**
- J P Kirk - expenses – LGA 1972, s111 – **£20.47**

Chris Morley and Sue Sage signed the Schedule of Payments. The Chairman then countersigned it.

b) Approval of payments authorised between meetings

- SALC - postage costs to return QPS submission documents - See authorisation slip 001 - **£3.60**

c) Payments made between meetings

- 30/07/16 - J P Kirk – salary including pay rise – LGA 1972, s111 - **£177.65**
- 10/08/16 - Fidelity Funds Network – pension costs - LGA 1972, s111 - **£15.00**
- 30/08/16 - J P Kirk – salary - LGA 1972, s111 - **£172.43**

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

Chris Morley checked and signed the record of online payments.

e) Signatory to complete the checklist of Internal Controls

Chris Morley completed and signed the checklist of internal controls.

g) Update on the Annual Audit 2016

The Annual Return has been received from the external auditors BDO. There were no matters which came to their attention which required the issuing of a separate additional issues arising report.

h) To confirm the arrangements for insuring the Vehicle Activated Sign and to pay the £100 excess if it is damaged whilst in use in Lidgate

Wickhambrook Parish Council discussed the insurance of the VAS which it shares with Lidgate at their meeting on 25th August. They agreed at that meeting that they would insure the VAS and add it to their fixed asset register, but that they would be happy to loan it to Lidgate Parish Council. They have requested approved minute reference that should an incident occur whilst the VAS is on loan to Lidgate, Lidgate Parish Council will reimburse the cost of the £100 excess to Wickhambrook Parish Council. They also requested that an email be sent to their clerk, Sonya Thorburn, to confirm receipt of the VAS each time it is loaned to Lidgate. It was resolved that Lidgate Parish Council would pay the £100 excess should the VAS be damaged whilst on loan to them and that an email would be sent to the Wickhambrook Clerk each time the VAS has been received. Linda Gilmour agreed to speak to the Community Speedwatch co-ordinator, Chris Stembridge to ask him to email Wickhambrook Parish Council each time the VAS is received and to ask him to copy in the clerk so that she is kept informed.

It was also resolved that the clerk would order an additional set of brackets for the post outside Cobbold's View.

i) Councillor to organise a poppy wreath for the Remembrance Day service

Steve Child agreed to organise the poppy wreath this year.

j) Transfer of One Suffolk website from Suffolk County Council to Community Action Suffolk from 1st November 2016 with an annual charge of £50 for parish councils

It was resolved that Lidgate Parish Council would transfer to Community Action Suffolk and that the payment for the annual charge would be approved. The clerk was asked to add this to the next budget.

9. To discuss the following planning issues

a) Email from West Suffolk re public notice of planning applications

West Suffolk has notified the Parish Council that it is a legal requirement for the Council to give public notice of certain types of planning applications and other planning matters by placing an advertisement in a locally circulated publication. They have reviewed their advertising costs and in future all their planning notices will be placed in the Friday edition of the East Anglian Daily Times only. Site notices for all applications will continue to be posted and notifications sent to adjoining properties.

10. Highways/Rights of Way/Tree issues

a) Update on the footpath map

The map and information needs to be transferred onto the Suffolk County Council template. Chris Morley agreed to do this.

b) Overgrown vegetation from the bus shelter to Suffolk House.

The clerk was asked to write a letter to Anthony Gunstone thanking him for cutting it back.

c) Dead branch overhanging 9 Orchard Close

The owner is coming out to inspect it.

d) Parking in Orchard Close

Following a meeting between John Whitefield and John Feveyear from Havebury, John Feveyear suggested that the grassy area in front of the bungalows in Orchard Close could be converted into parking. This is dependent on future funding though so there is no timescale as yet.

11. Playing field issues

a) Update on the offer of a bench for the playing field

Chris Pettitt has agreed to build a hard standing for the bench at a cost of £300 and will do the work by October. It will be sited at the back of the playing field.

b) Playing field inspection reports

The clerk was asked to contact St Edmundsbury Borough Council to request that hard copies of the y inspection reports for Orchard Close are not longer sent to Andy Gilmour, as he is chairman of the VH committee and they are not responsible for this area.

The following issues were raised in the last play inspection report:

- There are a number of molehills within the area and these may present unforeseen hazards for users. Remove moles by appropriate means, reinstate surfaces to level and maintain the area.

c) Rubbish near the picnic bench and evidence of attempts to light a bonfire

It was felt that this was a one off problem as the offenders were not from the village.

12. Village issues

a) Vegetation overhanging roads and pavement

It was resolved that Sue Sage would speak to landowners whose hedges are overhanging the road of pavement to remind them that it is their responsibility to cut them back.

b) Next village project

The fund for new swings stands at £2,156. It was resolved that the clerk would apply for grants to cover the difference.

c) War memorial

The quote for adding new names to the war memorial has been forwarded on to Keith Hogan who will be looking for grants to cover the cost.

d) Welcome pack

It was resolved that John Whitefield would ask Chris Bliss to print 20 copies of welcome pack. John Whitefield agreed to deliver them. Councillors were asked to notify him when new residents move in.

e) **Parking on pavements**

A number of complaints have been received about residents parking on pavements so that pedestrians and people with pushchairs are forced onto the road. It was resolved that the clerk would produce a flyer asking people to park considerately and email it to councillors.

12. **Correspondence**

a) **Email from West Suffolk re their joint Parish Conference on 14th November in Newmarket – for information only**

b) **Email from NHS England re CCG consultation which ends on 9th September**

NHS England is looking at possible cost cutting measures. Proposal one is to reduce the number of IVF cycles to either one or none. Proposal 2 is to focus the service for marginalised and vulnerable adults where it is most needed. It was resolved that individual response would be submitted.

c) **Email from Suffolk Police re a public meeting to be held by PCC Tim Passmore and Chief Constable Gareth Wilson on Wednesday 19th October at the Moreton Hall Community Centre, IP32 7EE at 6.30pm**

d) **Email from a mobile hairdresser asking permission to park in the village.**

It was resolved that the clerk would contact her saying that the Parish Council has no objection to her parking in front of the village hall, but she could also contact the landlord of the Star pub to ask if she could use his car park.

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

Linda Gilmour resigned from the Parish Council. The clerk agreed to notify St Edmundsbury Borough Council of the vacancy. The chairman asked the clerk to note the Council's thanks for all her hard work and support during her time as parish councillor.

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

Signed (Chairman) Dated