

RAYDON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY 10 NOVEMBER 2020 VIA ZOOM

Present:	Stephen Coe (SC) Jane Cryer - Clerk (JC) Keith Lovering (KL) Jim Lowe (JL) Sue Newton - Chairman (SN) Amanda Pyall - Vice Chairman (AP) Trevor Sayer (TS) Jayne Tann (JT)
In attendance:	Gordon Jones - Suffolk CC (GJ) John Ward - Babergh DC (JW) Chris Chambers - Parishioner (CC)
Apologies:	Faith Backhouse (FB) Sigi Steer (SS)

20.11.1 APOLOGIES

Apologies were accepted from FB and SS.

20.11.2 DECLARATIONS OF INTEREST

None

20.11.3 PUBLIC FORUM

CC expressed concern about the cost of security at the empty Babergh offices in Corks Lane, Hadleigh. As JW had been delayed at another meeting, CC directed his question to GJ, who said he was obviously not directly involved, as this was a district council matter; however, he commented that security costs at some of the (now closed) middle schools ran into several thousands of pounds. The Corks Lane costs did not, therefore, appear to be disproportionately high.

In response to a further question from CC, SN said Raydon did not have a Neighbourhood Plan. The PC had considered this on two occasions in the past, but was not convinced that the parish would benefit, apart from the increased percentage of CIL; producing a Neighbourhood Plan involved considerable expenditure. In addition, such plans were subject to changes in national legislation or local or national policy.

20.11.4 MINUTES OF THE MEETING HELD ON TUESDAY 13 OCTOBER 2020

It was proposed by SC, seconded by AP and agreed unanimously that the minutes of the meeting held on Tuesday 13 October 2020 should be accepted as an accurate record, and signed accordingly.

20.11.5 ACTIONS FROM THE PREVIOUS MEETING

Most of the actions were either ongoing, or were on the agenda; there were updates on the following:

20.11.5.1 Resurfacing of church passing place

KL said it was hoped that the work would start on 9 December; however, a response was awaited from SCC Highways before this could be confirmed.

20.11.6 REPORTS FROM OUTSIDE BODIES

20.11.6.1 Babergh DC

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. In response to a question from AP concerning the new MiPermit app for parking, SC said he had used it and it worked well. JW said the plan was to move towards contactless payment, where payment was required. He said Babergh had approved the latest Joint Local Plan for submission; Mid Suffolk would consider it on 11 November. The winners of the 2020 Innovation Awards had been announced on 3 November; these included two Hadleigh businesses: Ferguson's Deli (High Street Innovation) and Challs International (Most Innovative SME).

20.11.6.2 Suffolk CC

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. In response to a question from JL about mass testing for Covid 19, GJ said there was a possibility that this could be rolled out in Bury St Edmunds, but this had not been confirmed. AP commented on the proposal to look at the extension of 30mph speed limits and asked if this might be appropriate for Woodlands Road. GJ said there would need to be a traffic survey, but he felt an extension was unlikely in this case, given the relatively short distance involved.

20.11.7 FINANCIAL MATTERS

20.11.7.1 RFO's report

It was proposed by JT, seconded by TS and agreed unanimously that the finance report for 11 November 2020 should be approved; payments of £67,543.51 were authorised, together with direct debits totalling 170.81 to E.ON and Wave (Anglian Water). In response to queries about the direct debits relating to the Village Hall, SN said contracts had not yet been exchanged. JC confirmed that E.ON had issued a refund as the last bill for the Village Hall had been estimated.

20.11.7.2 Budget / Precept for 2021/22

The working party comprising SN, AP and SC had met and a draft budget had been circulated prior to the meeting. SN reported that the cost of cutting the grass in the churchyard had risen to £1260; it was proposed by AP, seconded by JT and agreed unanimously that the PC's annual grant to the PCC should be increased to cover this. In response to a question from KL, JC explained that the cost of the Zoom licence for the current year had benefited from a discount through SALC, which was no longer available; she confirmed that next year's licence would once again be shared with Layahm PC. In response to a question from JL, SN said the Clerk's sick pay reserve, introduced some years ago following advice from SALC, had not been increased. JC had received a request for support from the Dedham Vale AONB, to enable the team and volunteers to undertake activities such as the River Stour Enhancement project; it was agreed to consider making a donation during the next financial year. It was proposed by KL, seconded by JT and agreed unanimously to approve the budget and that the precept should be increased to £15,800.

20.11.7.3 Internal audit

It was proposed by SN, seconded by AP and agreed unanimously to reappoint SALC as internal auditor for 2020/21.

20.11.8 COUNCILLORS' REPORTS

20.11.8.1 Communications

The working party's report was noted. It was agreed that Quartet was the most effective method of communicating with all parishioners; facebook was a channel for the public generally, but not specifically a Parish Council conduit. Items for inclusion in Quartet would be considered at the January meeting.

20.11.8.2 Parking and grass verges

The report was noted. It was also noted that TS had not, in fact, stepped down from the working party, although his time was limited due to other commitments. In response to a question from AP, JL confirmed that the stretch of grass verge concerned was from Noakes Road to the church. The estimates and quotations obtained to date were discussed; however, some were for labour only and others included materials. KL emphasised the importance of formal quotations as opposed to estimates, and said the area to be addressed should be clearly stated by the contractors.

The working party had discussed the materials to be used, but there was no consensus. In response to a question from JT, KL said tarmac was durable but a key consideration was what the verge would look like in the long term; TS said the working party had discounted tarmac because of water run-off. KL said he would be happy to help and once agreement was reached on materials, he would support the working group to obtain three 'like for like' quotations and would write an enquiry document. Further information and formal quotations would be brought to the January or February meeting. If councillors agreed to proceed, work would start in the spring. AP suggested councillors might want to see some examples of the type of grass grid being considered. KL noted that no consideration had been given to the SCC Community Self Help Scheme. Liaison with Highways was a key consideration when working within 1.2m of the carriageway.

20.11.8.3 Community Speed Watch

JL gave a verbal update. The training sessions had been delayed due to lockdown, but five sites had been chosen and assessed by the Police. It was hoped that training would be able to start in early December, and would take place in the Pavilion.

20.11.9 PLANNING

20.11.9.1 DC/20/03816 - 1 Hadleigh Farm Cottages, Woodlands Road IP7 5PY

It was noted that the application for a single storey rear extension had been approved.

20.11.10 LOCALITY GRANTS

AP had submitted a proposal for refurbishment of the telephone box. The proposal was seconded by KL and it was agreed unanimously to apply for a Locality Grant for this project. AP and JC would work on the application form.

20.11.11 QUIET LANES SUFFOLK

It was proposed by JT, seconded by AP and agreed unanimously to put forward lane(s) for inclusion in the initiative, and that a working party should be formed to take it forward comprising JT, who would be the lead contact, AP and JL. JC would register the PC's interest on the website; she would also put the working party in touch with Layham PC's working party, as it would make sense to consider working collaboratively.

20.11.12 CONFIDENTIAL - CLERK'S ANNUAL REVIEW

It was proposed by AP, seconded by TS and agreed unanimously to approve the report from SN and KL following their meeting with JC on 29 October.

20.11.13 CLERK'S CORRESPONDENCE

A letter from Chris Chambers concerning communication within the village had been circulated to all councillors. KL said the various organisations in the village had individual interests, with members and governance to reflect these. The PC had formed a working party to consider how communications could be improved (see minute 20.11.8.1); the PC wished to facilitate good communications within the community, but was under no obligation other than as part of Council governance. The working party would report to full Council. With regard to the sale of the Village Hall, this was a matter for the trustees. There had been a public meeting prior to the 'for sale' sign going up and all residents had been invited to attend; a notice had also been published in Quartet. The sale had not yet been completed as it was dependent upon planning permission.

20.11.14 CLERK'S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING

None.

20.11.15 DATES FOR FUTURE MEETINGS

The schedule of meetings for 2021 was agreed (see below). JC would circulate it to everyone and also ensure it was on the noticeboards, the website, and in Quartet.

The next meeting would be on Tuesday 12 January 2020 at 7.30pm, via Zoom.

- Tuesday 12 January
- Tuesday 9 February
- Tuesday 9 March
- Tuesday 13 April (Annual Parish Meeting)
- Tuesday 11 May (AGM)
- Tuesday 15 June
- Tuesday 13 July
- Tuesday 14 September
- Tuesday 12 October
- Tuesday 9 November

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