

RAYDON PARISH COUNCIL

APPROVED MINUTES OF THE MEETING HELD ON TUESDAY 11 JUNE 2019

Present:	Jane Cryer - Clerk (JC) Keith Lovering (KL) Jim Lowe (JL) Sue Newton - Chairman (SN) Amanda Pyall - Vice Chairman (AP) Sigi Steer (SS)
In attendance:	Gordon Jones, Suffolk CC (GJ) John Ward, Babergh DC (JW) 4 parishioners
Apologies:	Christine Hempstead (CH) Jayne Tann (JT)

19.6.1 APOLOGIES

See above - apologies were accepted from CH and JT.

19.6.2 DECLARATIONS OF INTEREST

None.

19.6.3 PUBLIC FORUM

The parishioners present had submitted a joint planning application DC/19/02503 for four semi-detached and one detached house. They were keen to ensure that the new buildings would be sympathetic and complement the existing street scene and had submitted four different designs to Babergh as part of the feasibility study (see agenda item 19.6.9.1, below).

19.6.4 MINUTES OF THE AGM HELD ON TUESDAY 14 MAY 2019

It was proposed by AP, seconded by KL and agreed unanimously that the minutes of the meeting held on Tuesday 14 May 2019 should be accepted as an accurate record, and signed accordingly.

19.6.5 ACTIONS FROM THE PREVIOUS MEETING

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

19.6.5.1 Broadband working party

KL had drafted some guidance notes for residents, including a link to the survey; this would appear in the next issue of Quartet.

19.6.5.2 Cherry Place

As agreed at the last meeting, JC had written to the owner about broken roof tiles falling into the road; no response had been received.

19.6.5.3 Church Farm House

As agreed at the last meeting, JC had written to the owner about the overhanging branches obstructing the footpath; this had now been dealt with. The owner had also confirmed he was currently on a waiting list for a new ridge to the thatched roof.

19.6.5.4 Planning training

As agreed at the last meeting, JC had obtained dates from SALC of forthcoming planning training sessions: 16 July, 26 September and 21 November. However, it was agreed that she would explore the possibility of an in-house training session.

19.6.5.5 Litter Pick

This had taken place on Saturday 8 June and had included cleaning of road signs.

19.6.6 REPORTS FROM OUTSIDE BODIES

19.6.6.1 Babergh DC

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. JW welcomed the increased support from Government to help rough sleepers find and retain private sector housing. Council tenants and leaseholders had been invited to complete a Housing Service Satisfaction Survey to rate the services they received from Babergh and Mid Suffolk; the first such survey for five years. JW's report included a list of new Cabinet members - in response to a question from SN, JW said Clive Arthey, Cabinet member for Planning, had extensive experience of planning having chaired the committee in the past. He confirmed that the consultation on the new Local Plan was due to start in mid July.

19.6.6.2 Suffolk CC

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. Ofsted had confirmed that SCC's Children's Services were rated 'outstanding', one of only 9 local authorities out of 152 in the country. A paper containing new proposals for centres for speech and language would go to the July Cabinet meeting; GJ said meeting special education needs was a significant challenge. In response to a question from AP about the new Highways Self Help scheme, GJ said this had been developed in response to requests from town and parish councils, some of whom would be willing to carry out additional works to maintain and improve the look of their communities, eg sign cleaning, hedge cutting and fingerpost painting; with regard to footpaths, GJ said these were the responsibility of the landowner. It was agreed that this would be an agenda item for the July meeting. AP said she was impressed by the online reporting tool, which could be used by any member of the public to report potholes, missing footpath markers etc. It was agreed that if councillors reported any issues with footpaths, they would copy responses to JC for the file.

19.6.7 FINANCIAL MATTERS

19.6.7.1 Internal audit report

JC had only received the internal audit report earlier that day - she would note the recommendations and circulate the report to councillors.

19.6.7.2 2018/19 Annual Return - Section 1, Governance Statement

The Governance Statement was approved by councillors and duly signed by the Chairman and the Clerk.

19.6.7.3 2018/19 Annual Return - Section 2, Accounting Statements

The Accounting Statements were approved by councillors and duly signed by the Chairman and the Clerk.

19.6.7.4 RFO's report

It was proposed by SN, seconded by KL and agreed unanimously that the finance report for 11 June 2019 should be approved; payments of £1,176.10 were authorised, together with a direct debit to Anglian Water of £337.74.

19.6.8 REPORTS FROM COUNCILLORS

No reports submitted.

19.6.9 PLANNING

19.6.9.1 DC/19/02503 - 2, 4, 5 & 6 The Gardens

Having viewed the plans, Councillors had no formal objections to the application, but made the following comments: the new buildings should be consistent with the existing street scene; there was some concern that more drivers would be using the junction with the A12, which was already overloaded; there were already several new developments planned in Raydon and this application could take the increase in housing in the village to more than 20%, a substantial increase for a hinterland village. The PC would request the opportunity to review and comment upon the Construction Management Plan as required under proposed conditions P1 and HGV of the Suffolk County Council response (reference SCC/CON/2126/19, 10th June 2019), in order that the amenity and safety of local residents would be given due and full consideration. Councillors particularly emphasised the need to avoid construction traffic using the highway to manoeuvre between the properties and recommended that a temporary haul road be constructed at the bottom of the respective gardens, subject to relevant land owners' acceptance.

19.6.10 ASSET REGISTER

SN confirmed that the historic cost of the Pavilion was actually £44,654, and not £84,000 as previously shown. SALC had advised that more detail should be included in the asset register, which had been inherited by the current Clerk - eg acquisition dates etc. SN would assist where possible and this would be a 'work in progress' during the year.

19.6.11 HIGHWAYS AND SIGNAGE

Highways had advised that the design proposals could not be prepared until payment had been received from the Parish Council; the PC had not been made aware of this requirement until now. It was therefore proposed by SN, seconded by AP and agreed unanimously that JC should request an invoice for the amount stated in David Chenery's email of 15 May 2019, ie £5,385.17 including VAT.

19.6.12 GRIT BINS

JC had received confirmation from SCC that green (rather than yellow) bins would be acceptable. It was agreed that three small bins should be purchased for Higham Hill. Two large bins would be required for Sulleys Hill, but only one would need to be purchased as the PC already had one in storage. KL volunteered to take this forward.

19.6.13 TARMACKED AREA OUTSIDE CHURCH

KL had reported the damaged area and Highways had carried out some preliminary work. It was agreed to monitor the work and review the situation at the July meeting.

19.6.14 BOTTLE BANK

It was agreed that the situation had not changed since last year; there was still no suitable location for a bottle bank in Raydon.

19.6.15 ROLE OF COUNCILLORS

SN reminded councillors that any concerns or items for the agenda must be referred to JC, who would keep SN informed. Individual councillors' responsibilities would be an agenda item for the July meeting.

19.6.16 CLERK'S CORRESPONDENCE

19.5.16.1 Grass cutting

In response to a request for Babergh to cut the 'green' outside the church, JC had been advised that this was not Babergh's responsibility and, should they do so, there would be a charge. It was proposed by SN, seconded by AP and agreed unanimously that SN should ask the PCC if the contractor who cut the grass in the churchyard would cut the green and invoice the PC for the additional work.

Another resident had asked when the grass in the Rectory Close / Acacia Road area would be cut - JC had contacted Babergh, who had said they were behind schedule due to the weather. It was agreed to review this at the end of June.

19.5.16.2 Obstructed footpath

Complaints had been received about the footpath along The Street being partially obstructed by parked cars, causing problems for pedestrians and, more importantly, mobility scooters. It was agreed that JC would highlight this in the next issue of Quartet.

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

None.

19.6.18 DATE OF NEXT MEETING

7.30pm on Tuesday 9 July 2019, in the Pavilion.

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