

RAYDON PARISH COUNCIL

APPROVED MINUTES OF THE MEETING HELD ON TUESDAY 13 OCTOBER 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)
Sigi Steer (SS)
Jayne Tann (JT)

In attendance: Gordon Jones, Suffolk CC (GJ)
John Ward, Babergh DC (JW)
1 Parishioner

Apologies: Faith Backhouse (FB)

20.10.1 APOLOGIES

See above.

20.10.2 DECLARATIONS OF INTEREST

SS declared an interest in agenda item 20.10.9.1, as the owner of the property. KL declared an interest in agenda item 20.10.8.3, as his property was adjacent to the church passing place.

20.10.3 PUBLIC FORUM

The parishioner present did not wish to speak.

20.10.4 MINUTES OF THE MEETING HELD ON TUESDAY 8 SEPTEMBER 2020

It was proposed by KL, seconded by TS and agreed unanimously that the minutes of the meeting held on Tuesday 8 September 2020 should be accepted as an accurate record, and signed accordingly.

20.10.5 ACTIONS FROM THE PREVIOUS MEETING

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

20.10.5.1 S106 funds

SN said the KGF Trustees had discussed this at their last meeting and had agreed that it would be sensible to install metal fences around the children's play equipment to prevent dogs from entering the area. The committee would prepare a proposal, including costings, to bring to a future PC meeting.

20.10.5.2 Litter

In response to a question from JC, AP said litter around the exit from Notley Enterprise Park onto Acacia Road was an ongoing problem; councillors would keep a watching brief. Six parishioners had participated in the litter pick held on 12 September. AP had reported to Babergh that there was some fly tipping from Rectory Close onto the playing field; she would email a photograph of the rubbish to the KGF Trustees and JW. There was also some garden waste on the public footpath near the new Landex estate.

20.10.5.3 Communications

It had not yet been possible for the working party to meet; there would be an update at the next meeting.

20.10.6 REPORTS FROM OUTSIDE BODIES

20.10.6.1 Babergh DC

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. With regard to Covid 19, JW said that Babergh had previously been the least affected district in England, but was now recording the highest increase in Suffolk. In response to a question from AP, he confirmed that these were all new cases.

20.10.6.2 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, GJ said that, as his report covered the whole county, some items were bound to be of more interest than others. SCC was currently working on budgets for the next financial year; income from council tax and business rates would be lower than in previous years. The deadline for comments on the Boundary Commission review was 23 November; it was agreed that this should be an agenda item for the next meeting. In response to a question from SN, GJ said the review of HGV routes was still on hold.

20.10.7 FINANCIAL MATTERS

20.10.7.1 RFO's report

It was proposed by KL, seconded by JL and agreed unanimously that the finance report for 13 October 2020 should be approved; payments of £970.34 were authorised, which included the cost of materials for refurbishing the village sign. The work had been carried out to a high standard by Keith Hyland; AP's proposal that JC should send a letter of thanks to Keith was seconded by KL and agreed unanimously. JC confirmed that as soon as the final invoice for the KGF car park resurfacing had been received and paid she would reclaim the VAT element, before work on the church passing place commenced. It was noted that a further CIL contribution of £14,349.68 was expected before the end of October.

20.10.7.2 Budget / precept working party

It was agreed that SN, SC and AP would meet to discuss a draft budget for 2021/22, and would bring a proposal to the November meeting. JC would inform the working party to inform their discussions.

20.10.8 COUNCILLORS' REPORTS

20.10.8.1 Parking and grass verges

The report from the working party was noted. TS said the proposed Gridforce system would still allow water to drain away and the mesh would not be seen, especially when the grass had grown through. It was agreed that a full proposal, including costs, should be prepared for the November meeting. With regard to hedges, TS said the hedging at Noakes House was badly overgrown and obstructing the pavement; as the property was currently empty, JC would write to the owners. She said under normal circumstances, the best course of action was to speak to parishioners about any issues before sending an official letter; however, councillors were reminded that they should not act on their own without first bringing any issues to full council.

20.10.8.2 Phonebox

AP's report was noted; further quotes for refurbishment were awaited (*see also minute 20.10.10, below*).

20.10.8.3 KGF car park

KL said work was nearing completion; JC would circulate photos showing work in progress.

20.10.8.4 Church passing place

KL had had several email exchanges with the SCC Community Self Help team, and would be having a site meeting with them and the contractor on Friday 16 October. It was possible that Babergh would require traffic lights to be in place while the work was taking place, which would cost approximately £400; it was agreed in principle to accept this additional cost.

20.10.8.5 Community Speed Watch

JL had hoped training could be carried out by another Parish Council, but this had not proved possible as only official trainers could be used. He was hopeful that the backlog of applications would be cleared soon so that the training could start. In response to a comment from SN, he said he would liaise with KL to ensure there would be no training sessions near the church while the resurfacing work was taking place.

20.10.9 PLANNING

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

Councillors had no objections to the application for the erection of a single storey rear extension.

20.10.9.2 Government White Paper

It was agreed that the PC should respond to the consultation. A working party comprising SN, KL and SS would draft a response and send it to JC to circulate to councillors for comment. She would then submit it by the deadline of 29 October.

The following items were for information only and were duly noted:

- 20.10.9.3 DC/18/03947 - Water Farm, Noaks Road - discharge of conditions approved
- 20.10.9.4 DC/20/03237 - Cookies Cottage, The Street - application approved
- 20.10.9.5 APP/D3505/W/20/3250141 - Brett Vale House, Noaks Road - appeal dismissed
- 20.10.9.6 DC/20/02445 - 10 Sulleys Hill - response from Babergh (already circulated)

20.10.10 LOCALITY GRANTS

It was agreed to bring proposals to the November meeting - AP would prepare a proposal for the refurbishment of the telephone box. It was noted that the deadline for applications was 31 December 2020; completed application forms to be submitted by 31 January 2021.

20.10.11 REMEMBRANCE DAY - SUNDAY 8 NOVEMBER

KL would lay the wreath at the church; SS would lay the one at the Airfield Memorial.

20.10.12 CLERK'S ANNUAL REVIEW

This would be carried out by SN and KL - JC would email them with some possible dates.

20.10.13 CLERK'S CORRESPONDENCE

None.

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

None.

20.10.15 DATE OF NEXT MEETING

7.30pm on Tuesday 10 November, via Zoom.

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