

RAYDON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY 16 JUNE 2020 VIA ZOOM

Present:

Stephen Coe (SC)
Jane Cryer - Clerk (JC)
Keith Lovering (KL)
Jim Lowe (JL)
Amanda Pyall - Vice Chairman (AP) - *in the Chair*
Trevor Sayer (TS)
Jayne Tann (JT)

In attendance:

Gordon Jones, Suffolk CC (GJ)
1 Parishioner

Apologies:

Faith Backhouse (FB)
Sue Newton - Chairman (SN)
Sigi Steer (SS)
John Ward, Babergh DC (JW)

20.6.1 APOLOGIES

See above. Apologies were accepted from FB, SN and SS.

20.6.2 DECLARATIONS OF INTEREST

None.

20.6.3 PUBLIC FORUM

The parishioner present did not wish to speak.

20.6.4 MINUTES OF THE MEETING HELD ON TUESDAY 10 MARCH 2020

It was proposed by SC, seconded by KL and agreed unanimously that the minutes of the meeting held on Tuesday 10 March 2020 should be accepted as an accurate record, and signed accordingly.

20.6.5 ACTIONS FROM THE PREVIOUS MEETING

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

20.6.5.1 HGV network review

GJ confirmed that the community-led element of the review had been deferred until May 2021 at the earliest. During the current pandemic transport patterns were not normal; it would also be difficult to ensure full public engagement.

20.6.5.2 Litter

JC would write to the Director of the Notley Business Park, and his agent, about the problem with litter blowing onto the road.

20.6.5.3 Parking

As agreed at the last meeting, JC would write to Babergh to ask them to review parking in Rectory Close and give consideration to inserting yellow lines and marking disabled spaces.

20.6.6 REPORTS FROM OUTSIDE BODIES

20.3.6.1 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 JL concerning Covid 19 funding for communities, JC said the funding was for those communities that could demonstrate real hardship during the pandemic.

20.3.6.2 Suffolk CC

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. GJ said the booking system for slots at recycling centres was working well. In response to a comment from JL, GJ said the issue of people being released from hospital into care homes was complex, but SCC was aware of its moral and legal responsibility and was working closely with the care homes. There would be a full review when the crisis was over.

20.6.7 FINANCIAL MATTERS

20.6.7.1 RFO's reports

It was proposed by AP, seconded by TS and agreed unanimously that the finance report for 31 March 2020 should be approved; payments of £650 were authorised.

It was proposed by SC, seconded by KL and agreed unanimously that the finance report for 16 June 2020 should be approved; payments of £1,746.03 were authorised, together with direct debits totalling £1,239.52 to Anglian Water and E.ON. It was noted that the first tranche of the precept had been received (£7,700), together with a CIL payment of £8,632.51.

20.6.7.2 Face masks for Lower Raydon residents

A proposal had been received from JT for a donation of £50 towards producing free face masks for every household in Lower Raydon; this proposal was seconded by JL and agreed unanimously.

20.6.8 PLANNING

20.6.8.1 DC/20/02041 - Priory House, Lower Raydon

Councillors had no objections to the application for the insertion of two dormers and three roof lights to the roof slope, in conjunction with loft conversion.

20.6.8.2 For information only

The following were noted:

- DC/20/01928 - Linden Lodge, Layham Road, Shelley IP7 5QX: change of use of land for horses
- DC/20/01925 - Land east of KGF: planning permission without compliance of conditions
- DC/20/00021 - Cherry Place, Hadleigh Road IP7 5LH: application withdrawn
- DC/20/00641 - 2 School Cottages, Woodlands Road IP7 5LL: permission granted for conservatory
- DC/20/00027 - Land at Water Farm, Noaks Road IP7 5LR: discharge of conditions
- DC/20/01462 - Thurland, Sulleys Hill IP7 5QQ - permission granted for retention of a new access
- DC/20/00348 - Land north of The Street, IP7 5LU: note discharge of conditions

20.6.9 SCC COMMUNITY SELF-HELP SCHEME

KL was in the process of obtaining quotes for two projects:

- Resurfacing of the KGF car park - the cost of this would be over £25,000 and therefore a formal procurement process was required, using the Contract Finder website. In response to a question from JT, KL said the car park would be extended as well as resurfaced; it was envisaged that the work would last for at least ten years. Responses to the invitation to tender would be brought to the next meeting.
- Resurfacing of the lay-by near the church - the lay-by was part of the highway, but although Highways maintained it (ie filled in potholes etc), they would not resurface the whole area; it had been agreed at the January meeting that the PC should carry out this work. The cost would be less than £25,000 so no formal procurement process was required, although formal permission would need to be sought from Highways; KL would fill in the appropriate form when a contractor had been appointed.

20.6.10 EXTERNAL REDECORATION OF THE PAVILION

The KGF Trustees had asked the Parish Council to consider funding the cost of external redecoration of the Pavilion from the CIL funds available to the village. During the year the Trustees had already spent over £2,800 on preparatory work, but did not have the resources to fund the redecoration as well. Three quotations had been obtained and the preferred contractor's quote was for £4,850. It was agreed that the work needed to be done, as the Pavilion was a key asset for the village. It was proposed by KL, seconded by AP and agreed **in principle** that the work should be funded from CIL; however, councillors required more information about the preferred contractor before proceeding:

- a list of jobs in the area carried out by the preferred contractor
- references
- membership / accreditation of any official bodies
- full paint specification

TS said he would be happy to carry out some spot checks when work commenced. JC would report back to the KGF Trustees.

JL said that parishioners should be involved in decisions about how CIL funding should be spent, as it was for the benefit of the community. AP agreed, but stressed that it was up to the PC to make the final decision. JL suggested putting something in Quartet asking for parishioners' views - it was agreed that he would send some draft text to JC; CIL funding would be an item on the next agenda.

20.6.11 COMMUNITY SPEED WATCH

During the current pandemic, no Community Speed Watch activity was permitted. However, JL had been added to the list of co-ordinators and would be contacted with regular updates. He suggested that all PC members should volunteer if possible. It was agreed that he would draft some text for Quartet encouraging parishioners to sign up; he would send this to JC for the next issue.

20.6.12 ANNUAL LITTER PICK

The provisional date for the postponed Litter Pick would be Saturday 12 September at 10am. In the meantime, AP suggested that the PC should loan out the equipment to any Raydon resident who might want to collect litter whilst out walking; she would ensure everything was cleaned and sanitised before equipment was collected, and again when it was returned. This was agreed in principle; JC would check with Babergh that loaning the equipment would not contravene any Covid 19 guidelines; if not, AP would write some text for Quartet.

20.6.13 TELEPHONE KIOSK

JC had been contacted by a resident of Lower Raydon who was concerned that the kiosk was unsafe; she confirmed that it was leaning at an angle. It was agreed that a small working party would inspect the kiosk and bring recommendations to the next meeting; AP would also ask KL for advice. It was agreed that any necessary repairs should be considered before the kiosk's future use was discussed.

20.6.14 PARISH SIGN

A request had been received from a parishioner who wished to refurbish the village signpost on Rectory Close green. However, councillors requested more information and an idea of the likely costs; it was therefore agreed to defer this item to the next meeting.

20.6.15 CLERK'S CORRESPONDENCE

JC had been contacted by the owner of Raydon Hall Farm, who was concerned that a sign had been put up directing traffic to the farm over private land. AP confirmed that the PC had asked SCC for a sign directing HGVs making deliveries to turn right at Acacia Road and follow Phillips signage; however, they had put up a sign implying that all traffic should turn right - with no mention of HGVs. JC would follow this up with SCC, and would apologise to the owners.

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

None.

20.6.17 DATE OF NEXT MEETING

To be agreed when the internal audit had been completed.

* * * * *