**BATTISFORD PARISH COUNCIL**

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**MINUTES**

**of BATTISFORD PARISH COUNCIL MEETING**

**held at Battisford Village Hall on 18th July 2023**

Present

Cllr J Cook (Chair) Cllr J Wilson (Vice-Chair) Dst Cllr D Pratt

Cllr J Pope Cllr S Greenwood Cty Cllr K Oakes

Cllr E Kerry Cllr N Cleaver 10 Residents

Cllr A Card Parish Clerk T Davis

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| 2023/55 | **MEETING ADMINISTRATION** |  |
| a.  b.  c.  d.  e. | The Chair welcomed everyone & established no intentions to record the meeting  There were no Apologies for Absence  Cllr S Zethraeus had given a Notification of Resignation to the Chair and this was accepted. It was acknowledged by all that Cllr Zethraeus had given many years of contribution to both the council and parish and the Chair wished to formally note the thanks of all in the council for this and that Cllr Zethraeus would be missed.  Co-opting of Councillors  3 residents had attended the meeting in order to be co-opted as a councillor. The Chair asked each one to speak in turn as to why they wanted to be a councillor. The Chair then asked the council to vote on each potential councillor and this was unanimously carried for each candidate to be co-opted. The new councillors took their seats on the council and signed their declaration of office.  No declarations of Interest were made |  |
| 2023/56  a. | **To Approve the Draft Minutes of the Extraordinary Parish Council Meeting of 20th June 2023 and for the Chair to sign as a true record**  **It was Proposed, Seconded and Unanimously AGREED to APPROVE the minutes and for the chair to sign the minutes.**  No matters arising from the minutes of 20th June 2023 |  |
| 2023/57  a.  2023/63  a.  2023/63  b.  2023/57 cont.  b.  c. | **PUBLIC PARTICIPATION - For members of the public, County Councillors & District Councillors to speak**  Public invited to speak  The Chair invited residents to speak in turn. Due to the nature of item 63a, the Chair brought this forward to be discussed.  The resident advised that lots of cornflowers had been growing and were doing well but had then been cut down. Cty Cllr K Oakes advised that it was SCC Highways policy to cut the verge and that a resident would have to apply for a licence to plant flowers. It was agreed by council that no further action could be taken.  The Chair then brought item 63b forward  The resident advised that they were concerned about the planning permission granted in 2021 regarding the site behind the village church.  The Resident asked if the Chair would write to the Chief Executive to ask for sight of the HGV management plan which would advise of the agreed movement of traffic and also to ask to comment on the HGV plan which no one yet has been able to do.  Dst Cllr D Pratt spoke about the situation with the resident and agreed with the resident to ask for notification of the HGV traffic movement management plan. It was AGREED that Dst Cllr Pratt would liaise with planning officers to find out (Planning Ref: Dc/18/03787).  Discussion then took place regarding affordable housing, that the 2019 housing need survey highlighted a need for 2&3 bedroomed properties to be affordable.  Cllr Pratt confirmed that he will write a letter to confirm that the Parish and Residents will be contacted.  The Chair asked for the Suffolk County Council report from Cty Cllr K Oakes. Cty Cllr Oakes will be applying for the ANPR camera on the Council’s behalf. Discussions then took place regarding the speed of vehicles and the areas of concerns, such as outside the Village Hall, the play area, and felt a sign warning about children playing would be a good idea. Cty Cllr Oakes offered to pay for this sign. A letter to Wattisham Airfield was also suggested and permission for Cty Cllr Oakes to apply for the ANPR camera was given. Chair will forward data to Cllr Oakes.  The Chair asked for the District Council report from Dst Cllr D Pratt. Cllr Pratt had forwarded a report and was happy to wait to speak at item 61f(second f). |  |
| 2023/58  a.  b.  c. | **Chair and Councillor Reports / Updates** (on the night)  Chairman report  The Chair confirmed meeting with the Clerk regarding administration and finance needs, which have resulted in a number of items on the agenda this evening.  The Chair confirmed meeting with the Chair of Combs Parish Council and that a closer collaboration would be beneficial for a number of things moving forward.  The dead ASH trees have been removed  It was excellent to see the TPO (Tree Preservation Order) placed on the Battisford Oaks.  Councillor report(s) not requiring a decision  Cllr Wilson requested that Taxi-Bus service be on the agenda for next time. And that the Digital Champion details have been placed on the noticeboard  Cllr Pope concurred about a Taxi-Bus, went to a meeting regarding the Pylon consultation, asked if we should promote the Tour of Britain  Cllr Greenwood reported a hole in the road that had formed since a Yew was removed. It was agreed that Cty Cllr Oakes would be sent a photo and location.  Clerk report – No report |  |
| 2023/59  a.  b. | **SID Report & ANPR Initiative update (Cllr Cook)**  SID report & update  Chair confirmed that no report has been provided due to an error on the programme at present  ANPR update  **As per Public Forum Section – Cty Cllr Oakes to reapply** | Cllr Oakes |
| 2023/61f.  2023/60  a. | **It was at this point that item 61f (second f) was brought forward to discuss.**  A discussion took place in respect of the People Place Plan Pilot being carried out by Mid Suffolk District Council and the work involved and the planning weight it would carry. It was **AGREED** to hold a further EGM once more information was collated.  **BMSDC & National PLANNING CONSULTATIONS RECEIVED**  **National Grid Norwich to Tilbury Consultation**  Discussion took place in respect of the changes made since the first consultation that took place last year. It was confirmed that the pylon route had changed from the top of the ridge onto Hascot Hill, on what seemed to be close proximity to a bungalow on Hascot Hill. A review of the comments made by the Parish Council on 7th June for the last consultation took place. It was **AGREED** unanimously for the same comments to be used again. See p. 39 item 2022/54 as follows:-  The Battisford Parish Council wish to relay the following:- Battisford Parish Council understand this is a preliminary consultation and therefore they set out a number of local concerns. Battisford Parish Council would also like to ensure that the Holford Rules will be referred to and adhered to, eg: rules 4 & 5 on avoiding crests and 7 on minimising effects on landscape. The local concerns are the areas of special landscape that run between Battisford and Needham Market, as defined on the BMSDC (Babergh Mid Suffolk District Council) planning mapping tool, freely available on their website. Hascot Hill is recognised as a view of special significance and sits within this special landscape area, Hascot Hill is precious to its parishioners. There are also areas designated SSSI's within the special landscape areas, which are protected by law. It is also important to recognise that Wattisham Air Base is a diversion base for the RAF, it is a very active base. The proposal crosses the flight paths. Battisford Parish Council would oppose very strongly to any impact in the river valley, especially on the local waterlands near Gibbon's farm and the rare wildlife that exists there. | Working Group  Clerk |
| 2023/61  a.  b.  c.  d.  e.  f.  g.  f. | **GOVERNANCE and PROTOCOLS**  To discuss & agree the need for a yearly Action Plan  After a short discussion this was **AGREED** and a draft framework should be brought to the next meeting in Sept.  To discuss & agree the need for a 3yr Budget  This was also **AGREED** and would be ready with the annual budget  To confirm the new Bank signatures & for the RFO to ensure a banking mandate is completed  This was Unanimously AGREED and carried out  To discuss carrying out a Tree & Woodland Plan Survey  This was discussed and it was highlighted that some areas need to be cleared, especially in the lower canopy. This would be placed on the Action Plan  **It was at this point Council AGREED to suspend the 2hr rule in the standing orders in order to finish the agenda**  To discuss forming a Working Party to review the Emergency Plan  This was briefly discussed and it was AGREED that Cllr Cook would review the plan.  To discuss responsibilities of Councillors  The roles that councillors will take were discussed with the new councillors. It was AGREED that the Chair should step down from the Employment Panel and that Cllr Cleaver would take a seat alongside Cllr Pope and Cllr Wilson.  Cllr Cleaver was also happy to be the representative keeping in touch with SALC (Suffolk Association of Local Councils). Cllr Card was happy to monitor the Cemetery, while Cllr Wilson continued with Noticeboards, Cllr Pope with Biodiversity, Cllr Greenwood with the Defibrillator(s) and Cllr Kerry with the quarterly account reviews. A volunteer would be overseeing the Play Area once taking the ROSPR Playground course in Sept.  To discuss having a mobile phone for Battisford PC  It was AGREED for this to be done and for the Clerk to purchase a mobile phone for the Council.  New Standing Item – PPP progress from the working group\* dealt with earlier in meeting | Clerk  Clerk  Clerk & Cllr  Clerk  Cllr Cook  Cllrs  Clerk |
| 2023/62  a.  b.  c.  d.  e.  f. | **FINANCIAL MATTERS**  **Balance of Accounts as of 30th June 2023:-**  **Current Account - £6,738.13**  **Savings Account - £12,320.26**  **Savings Account - £0.00 (old account transferred 26/04/23)**  **To Advise of Income received up to 30th June 2023**   1. **Bank Interest - £67.53** 2. **Cemetery Fees - £400.00**   **To Advise of payments made since 20th June 2023 meeting**   1. **Clerk Wages June - £330.98** 2. **Bank Charges - £18.00**   **To discuss and authorise payments of invoices payable in July 2022**   1. **Clerk Office Allowance, Expenses & Mileage – £43.40** 2. **Clerk Wages July - £330.98**   **This was Proposed, Seconded and Unanimously AGREED**  **To receive report from Cllr Kerry and to review and approve the First Quarter Accounts**  Cllr Kerry advised the accounts were correct, and they were **APPROVED** unanimously.  **To consider the D-Day 80yr Anniversary arising in 2024 and if a budget should be put in place**  It was agreed that this be deferred to the next meeting when Cllr Card can let the Council know what the Village Hall are doing for the occasion. | Clerk  Clerk |
| 2023/63  a.  b. | **Resident Communications**  To discuss the recent Verge Cutting by Highways and the cut Flowers – Discussed within the Public Forum  To discuss the email received regarding development along the Quiet Lane – Discussed within the Public Forum |  |
| 2023/64 | **Items for the next agenda, next meeting on 19th Sept 2023** |  |