

**Draft until signed**

**Minutes of Battsiford Parish Council Meeting  
Tuesday 27<sup>th</sup> June 2017 at 7.30pm, Battsiford Village Hall, Straight Road, Battsiford**

**Present:** C Knock (Chairman), B Rhodes (Vice Chairman), C Nicholas (Councillor), S Zethraeus (Councillor), C Skinner (Councillor), N Cleaver (Councillor), P Aspinall (Councillor)

**Attending:** S Meech (Clerk), D Whybrow (District Councillor), A Whybrow (County Councillor), J Budd (Public), L Durrant (Battsiford Play Area), D Williams (Battsiford Play Area)

**1. Apologises for absence**

None

**2. Declarations of Interest**

None

**3. Public Forum**

J Budd asks Battsiford Parish Council for an update on both Wonderleir and Broadband. Cllr Knock advises that only last week a connect box was fitted close to Taylors Farm, however, he states that we do need an informative update from BT.

**Action** – Gavin Paterson the County Council Broadband lead is to be contacted for an update on the broadband situation.

**Action** – Letter to be sent to residents in close proximity to Wonderleir requesting feedback as to whether the situation is any better and also to advise the occupants of Wonderleir that the residents letter has been circulated.

Cllr D Whybrow advises that he did pass on the comments that Battsiford Parish Council put forward previously to the enforcement team at MSDC. The enforcement team have advised Cllr Whybrow that Wonderleir is a work in progress. Cllr D Whybrow may raise the issues at Wonderleir as a question at the full council meeting.

**Action** – If Cllr D Whybrow receives exact numbers of the reduction in birds at Wonderleir he will forward these to the clerk.

**11. (b/f) Play area group**

Cllr Knock advises L Durrant that Battsiford Parish Council have invited a representative from the play area group to clarify some information and discuss setting the play area group up as a sub committee of Battsiford Parish Council.

**Action** – Clerk to liaise with SALC for regulations etc of setting up a subcommittee and ensure the item is on the next agenda. The play area group are to forward over minutes of their meetings to Battsiford Parish Council.

Battsiford Parish Council advise L Durrant that equipment checks must be carried out at the play area and the play area group are to check that J Pope is still able and willing to carry out the relevant checks.

**12. (b/f) Village green – gates/litter bin/additional bench/working party**

Cllr Knock advises that the bracket on the gate has now been welded and the padlock has been purchased. L Durrant requests that the person unlocking the gate at the village green in

the mornings leaves the gate open so that the public are aware that it is open. L Durrant advises that due to weather and work commitments T Durrant will be creating a tunnel in the mound around November time and the play area group are ready to order a slide as an addition to the large play frame and they have advised the parishioners who kindly donated for its purchase. It was felt that this was the best option for the slide purchase as there is already safety matting under the play frame.

Cllr Knock feels it will be too wet to carry out the excavation of the tunnel in the mound, however, over the summer he would like to arrange the moving of benches as previously discussed and the installation of the slide

**Action** – Play Area Group to send order details for the slide for the large play frame to the clerk and delivery is to be arranged to L Durrant

**Action** – Working party to be arranged and play area group to send over details of dates to move benches

Clerk advises that she contacted both Stowmarket and Needham Town Councils to see if they had surplus litter bin stocks that we could purchase and unfortunately, they do not at present. Therefore, clerk has ordered the additional litter bin but just needed to confirm some requirements such as colours with Battsford Parish Council.

**Action** – Clerk to forward over requirements for litter bin to Glasdon and to arrange delivery to Cllr Cleaver

Battsford Parish Council would like to thank T Durrant for all the maintenance he has carried out along the grass verges and around the play area.

D Williams arrives at 8.45pm to answer any questions Battsford Parish Council have in relation to the play area and also to advise that he has now taken over as chairman for BVHMC. He is actively applying for grants to fix the village hall floor and is working with Cllr Skinner for a lottery grant, he also would like to have more signs placed near the village hall so that it is easier to find.

## **6. County Councillors Report**

Cllr A Whybrow would like to know all the main concerns that Battsford Parish Council have including road erosion and potholes so that she can take a highways officer around the whole of her Bosmere division.

## **7. District Councillors Report**

Cllr D Whybrow does not have a written report.

## **8. Parish Council Chairman's Report**

Nothing to report that is not included in the agenda

## **9. Planning**

a. **Applications received for consideration** – None received

b. **Decisions received from MSDC**

- i. 1186/17 - The Oldings Hascot Hill Battsford IP14 2HL - Erection of wooden cabin on concrete base – Permission granted
- ii. 1341/17 - 1 Lionfield Cottage, Straight Road, Battsford IP14 2HD - To re-render external walls, move front door, add front porch, change two doors into windows & change window openings – Permission granted
- iii. 1484/17 - Paddock Cottage, Mill Road, Battsford IP14 2LL - Erection of two storey rear extension – Permission granted

- iv. 1471/17 - 6 Church Road Battsford IP14 2HQ - Erection of a garden shed – Consultee comments closed but decision notified yet

#### **10. Finance**

##### **a. Accounts review to date**

##### **b. Payments received – None received**

##### **c. Payments to hand**

- v. BVHMC – Village Hall Floor Replacement Donation - £1,000.00 – All councillors agree payment. Cheque Number 100919 written and signed by Cllr Knock and Cllr Rhodes. *Power to provide and equip buildings for use of clubs having athletic, social or educational objectives (Local Government (Miscellaneous Provisions) Act 1976 s.19). Also, power to acquire, provide and furnish community buildings for public meetings and assemblies (Local Government Act 1972, s. 133).*
- vi. Command Pest Control Ltd – Mole Removal at Village Green - £90.00 – All councillors agree payment. Cheque Number 100920 written and signed by Cllr Knock and Cllr Rhodes. *Public Health Act 1875 s.164 – power to acquire and manage land for a village green. Open Spaces Act 1906, s.15.*
- vii. MSDC – Dog/Litter Bin Emptying - £162.00 – All councillors agree payment. Cheque Number 100921 written and signed by Cllr Knock and Cllr Rhodes. *Provision of bins (Litter Act 1983, ss.5,6).*
- viii. S Meech – Clerks Overtime and Expenses – £57.62 – All councillors agree payment. Cheque Number 100922 written and signed by Cllr Knock and Cllr Rhodes.
- ix. HMRC – Clerks Tax - £3.80 – All councillors agree payment. Cheque Number 100923 written and signed by Cllr Knock and Cllr Rhodes.
- x. SALC – Internal Audit - £252.00 – All councillors agree payment. Cheque Number 100924 written and signed by Cllr Knock and Cllr Rhodes.
- xi. Community Action Suffolk – Membership - £30.00 – All councillors agree payment. Cheque Number 100925 written and signed by Cllr Knock and Cllr Rhodes.

#### **13. Big Lottery Fund – End of Grant Report Completion**

Clerk needs to submit an end of grant report advising of the completion of the defibrillator project. The form is filled out with the councillors assistance.

**Action** – Clerk to email the completion report to the Big Lottery Fund for all

#### **14. Internal audit feedback**

Clerk advises Battsford Parish Council of the feedback received from the internal audit and an action plan is to be drawn up to rectify issues highlighted.

#### **15. Electoral Review of Mid Suffolk – Warding arrangements – see email**

Email has been circulated to Battsford Parish Council, nothing to be discussed

#### **16. MSDC – pre-application service – charges – see email**

Email has been circulated to Battsford Parish Council, nothing to be discussed

#### **17. Clerks pension – declaration of compliance**

Cllr Knock received correspondence to advise that Battsford Parish Council had a deadline to submit a declaration of compliance to confirm that the clerk is not eligible for a pension. Clerk advises Battsford Parish Council that she has now received confirmation that the declaration of compliance is complete for Battsford Parish Council and no further action is required.

#### **18. Bear necessities – Homeless Project – Cllr Cleaver**

Cllr Cleaver has circulated an email to councillors and sent information to Barclif to advise of her bear necessities project and how she has managed to get the project into Tesco Cedars Park token scheme and is encouraging the village to support this.

**19. Women on Wheels Charity Event – Sunday 9<sup>th</sup> July 2017**

Cllr Cleaver together with other residents of Battsford provided refreshments for this charity event last year and have offered to do this again. All councillors are in favour to donate £50.00 towards the refreshments for this event – *Local Government Act 1972 - S137 payment.*

**20. Neighbourhood Watch**

There is nothing to be discussed at present

**21. Correspondence**

All is circulated via email.

**22. Any business for inclusion on the next agenda**

No additional items to be included

**23. Date and time of next meeting – Tuesday 5<sup>th</sup> September 2017 at 7.30pm** – It is agreed that Battsford Parish Council will meet at the cemetery at 7pm before the parish council meeting to visualise the cemetery and discuss any maintenance that is required

Meeting closed at 9.35pm