

Draft until signed

**Minutes of Batisford Parish Council Meeting
Tuesday 28th November 2017 at 7.30pm, Batisford Village Hall, Straight Road, Batisford**

Present: C Knock (Chairman), B Rhodes (Vice Chairman), 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)

1. Apologies for absence

Cllr Nicholas

2. Declarations of Interest

None

3. Public Forum

There were no items to be discussed

4. Minutes of meeting held on Tuesday 17th October 2017

Minutes were signed as a true and accurate copy of the meeting

5. Matters arising from minutes

There were no matters arising

6. County Councillors Report

See Appendix 1

7. District Councillors Report

No written report was provided due to technical difficulties. Cllr D Whybrow advised Batisford Parish Council that the core team for MSDC have now moved from Needham Market to Endeavour House in Ipswich. The customer contact centre is now open in Stowmarket and meetings with planners can be arranged there by appointment. The funding opportunities through MSDC will be closing in early February and even distribution of funding is hoped.

Cllr Zethraeus raised a concern with Cllr D Whybrow that the joint move of MSDC and Babergh may reduce access for residents especially with planning queries. Cllr D Whybrow advised that officers feel that the process now is more efficient and MSDC was the only county in the borough whom was not charging for planning appointments. One perceived benefit, a previous drop-in service for planning queries did not offer a continuity of officers for planning applications this should now occur with the new system.

11. (b/f) Wonderleir

Clerk received an email from the purchasers of Wonderleir on 14th November 2017 to advise that exchange of contracts occurred for Wonderleir on Friday 10th November 2017 with completion planned for Friday 8th December 2017. A licence for 60 days for removal of birds has been issued, however, the dogs are to be removed on completion and there will be no extension to the 60-day deadline.

Clerk also advised Battsford Parish Council that she has had no response from Arthur Charvonia (CEO) at MSDC further to her letter raising concerns about the enforcement of planning by MSDC in relation to Wonderleir. Clerk forwarded the letter sent to Cllr D Whybrow in the meeting as he is meeting with Arthur Charvonia on Monday and will raise the issue.

14. (b/f) Speeding/VAS/SID

Cllr Skinner advised that he had noticed that the temporary speeding device has been erected in Combs again and at a visit to Pakenham he noted 3 devices there, he asked Cllr A Whybrow if Battsford could be included in the circulation and if she could enquire as to why Pakenham had three. J Budd advised the council of the significant decrease that Hollesley parish have seen with speeding through the village following the purchase of their own SID, from 75% to 12.5%. Cllr D Whybrow advised that parish councils do have powers for traffic calming and private providers maybe cheaper, he will investigate and provide further information.

Action – Cllr A Whybrow will investigate why Battsford is not included on the circulation for devices and will talk with highways regarding the process for the purchase of a speeding device. **Action** – Clerk to contact Hollesley Parish Council to request information regarding their speeding device.

Cllr D Whybrow and Cllr A Whybrow left the meeting

8. Parish Council Chairman's Report

Cllr Knock advised that the Punchbowl Pub has asked if he could put forward a request from their committee for grant funding of £1,000.00 towards a broken boiler. Cllr Knock asked if Battsford Parish Council are willing to help in any way? Cllr Skinner stated that the pub is a big asset for the parish and proposes a donation of £1,000.00 towards the boiler repair as we have the funds in the bank account. Cllr Cleaver highlighted that elderly residents are encouraged to use the pub for specific events which is a benefit for elderly members of the community. Cllr Zethraeus is happy for the parish council to assist on the condition that the pub finances could be viewed before monies are released.

Action – Clerk to send a letter to L Durrant as a director on the Punchbowl Committee to advise that Battsford Parish Council would be happy to donate a grant of a £1,000.00 for the boiler repair on the condition that the finances are viewed and an invoice is sent directly to the council for payment.

9. Planning

a. Applications received for consideration

- i. DC/17/05588 – Bevants Farm Barn, Burnt House Lane – Discharge of conditions – No action required
- ii. DC/17/05469 – Reedlands, Hascot Hill – Occupation of Reedlands without compliance with condition 8 (Agricultural Occupation Restriction) of OL/340/89 – It is agreed by Battsford Parish Council that there are no objections so no action

b. Decisions received from MSDC

- i. DC/17/04421 – The Tor, Straight Road, Battsford, IP14 2HR – Prior approval of proposed larger home extension – Granted

10. Finance

- a. **Accounts review to date** – As of 14th November 2017 the Business Current Account has a balance of £23,857,54 and the Business Savings Account £2,358.62. Cllr Zethraeus signed and dated the original bank statements. It was discussed and agreed that the remaining monies that the play area group have left from donations and grant funding is transferred to the savings account to separate from the current account. An account for the Bear Necessities

funding was discussed also to be set up. **Action** – Clerk to enquire as to how to transfer monies with Barclays from the current to savings account and also to contact SALC for information on parish council bank account providers.

b. **Payments received**

- i. Tesco Bags of Help – Bear Necessities Grant - £2,000.00
- ii. HMRC – VAT Repayment - £4,418.69

c. **Payments to hand**

- i. N Cleaver – Bear Necessities Reimbursement - £2,000.00 – All councillors agreed for £2,000.00 to be paid to Cllr Cleaver so that the homeless packs are able to be ordered before Christmas. Cllr Cleaver is to order the items online and provide clerk with the receipts as soon as they have been ordered. Cheque Number 100941 signed and dated by Cllr Knock and Cllr Rhodes.
- ii. N Cleaver – Women on Wheels Reimbursement - £50.00 – Clerk contacted SALC for advice on the lost receipts for this reimbursement, SALC advised that Women on Wheels could send an invoice or receipt and Cllr Cleaver could sign a form to advise that the receipts from the event are lost. Receipt from Women on Wheels has been received and reimbursement form filled out and signed by Cllr Cleaver. All councillors agree this Section 137 payment and Cheque Number 100938 signed and dated by Cllr Knock and Cllr Rhodes. *Local Government Act 1972, S. 137.*
- iii. S Meech – Clerks Overtime and Expenses - £51.38 - All councillors agree payment. Cheque Number 100939 signed and dated by Cllr Knock and Cllr Rhodes. *Local Government Act 1972, S.112.*
- iv. D Windle – Grass Cutting Village Green & Cemetery - £731.00 (2018 increase). All councillors agreed payment and increase of charges for 2018. Cheque Number 100940 signed and dated by Cllr Knock and Cllr Rhodes. *Public Health Act 1875, S.164.*
- v. Suffolk Accident Rescue Service (SARS) – Donation previously agreed at the last meeting - £100.00. All councillors confirm that this payment has been previously agreed under a Section 137 payment. Cheque Number 100942 signed and dated by Cllr Knock and Cllr Rhodes. *Local Government Act 1972, S. 137.*

12. Play Area/equipment including ROSPA report

Clerk confirmed that a ROSPA report is now required for the old and new play equipment at the village green. Clerk received three quotations for an annual check and report, firstly Playsafety Ltd provided a quote for £225.00 + VAT, secondly Playquip for £200.00 + VAT. Lastly Sovereign whom provided and installed the new play equipment provide maintenance and inspection packages, the only option to cover the old equipment is their gold package at £39.99 per month which includes 3 inspections and report a year and conditional essential maintenance and repairs that are required. All councillors agreed that for this year and to ensure the report is carried out ASAP Playsafety should be instructed and then they will consider taking out the Maintenance and Inspection Package with Sovereign.

Action – Clerk to instruct Playsafety to carry out a ROSPA report as soon as possible

13. Battisford District Gardening Club – Village Green donations of flowers

Bill Baldry from Battisford District Gardening Club (BDGC) has contacted the clerk to advise that BDGC received some monies in 2015 for horticultural use in the local area and have queried if Battisford Parish Council would like to consider something for the village green. The councillors were all in agreement that this is very kind offer and they would definitely support flowers to be planted at the village green.

Action – Clerk to reply to BDGC

15. Broadband

Ben Skinner has now lost his contact at BT and clerk has had no joy trying to contact Annette Thorpe and Bill Murphy for an update on broadband.

Action – Clerk to email Cllr D Whybrow to see if there is anything he can find out or provide clerk with a contact

16. Bear Necessities

Cllr Cleaver has received a further donation from a resident for £1,000.00 towards the project, cheque is handed to clerk to pay in. Cllr Cleaver advised that she needs to purchase the packs as soon as possible now that the winter months are setting in.

17. Cemetery including headstone approval

Cllr Knock thanked A Burgoyne for surveying the cemetery and providing us with a cemetery plan.

Clerk has been contacted by a stonemason to ask if Battsford Parish Council as the burial authority would be happy for a headstone for the late Ruth and Walter Welham to be erected in between the two graves rather than on the separate graves. This query was discussed and all councillors agreed that this could occur but on the condition that some form of marker is placed on the 2 separate graves to show that they are there, an example being a flower vase on each grave.

Action – Clerk to email the East of England Co-op to advise of decision and that a solution will be required for marking the two separate graves

18. Defibrillator Training

Dot Parker whom carries out the training has advised the clerk that she is available for the last three weeks of January for training although Tuesdays are not a good day. Cllr Skinner advised that the cricket club could be used for the training on a Wednesday.

Action – Clerk to contact Dot and see if she is able to carry out defibrillator training on Wednesday 24th January 2018

19. 2018 meeting dates

Clerk has produced the meeting dates for 2018 and circulated a copy to all councillors and copy provided to J Budd for delivery to Sally Winter for booking in the BVHMC diary

20. Babergh and Mid Suffolk Joint Local Plans

Cllr Knock advised that the feedback was carried back and fed back by the councillors before the deadline for comments.

21. Correspondence

All circulated no additional items

22. Any other business for inclusion on the next agenda

- Tree protection

23. Date and time of next meeting – Tuesday 9th January 2018 at 7.30pm

Meeting closed at 9.50pm



Anne Whybrow
Bosmere
November Report

Covering Badley, Barking, Battsford, Baylham, Combs, Great Bricett,
Little Finborough, Needham Market, Nettlestead, Offton,
Ringshall, Somersham, and Willisham

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Highways

Information regarding freezing rain forecast for the next few days

Freezing rain is forecast for the next few days, particularly in the north east of the county. Freezing rain is when road temperatures are significantly lower than air temperatures, and rain falls on roads that are below zero creating a significant risk of black ice.

The forecast is currently as follows:

- Tomorrow morning (Wednesday morning) between 5am and 7am
- Thursday morning between 1am and 6am
- Thursday evening into Friday morning between 6pm and 1am

Suffolk Highways will have 37 gritters out on our road network gritting Priority 1 routes (generally A and B roads) both before and after the forecast rainfall.

The public are asked to consider whether their journeys during these periods are necessary and if so, to take care and drive to the conditions.

For more information and to keep up to date with the latest forecast follow Suffolk highways on twitter @Suff_highways

I would also like to remind you of the telephone number to report potholes and other highways matters: 0345 606 6171 or use the reporting tool online at:

<https://www.suffolk.gov.uk/roads-and-transport/highway-maintenance/report-a-highways-issue/>

Other Matters

Flu Vaccinations Health chiefs in Suffolk are reminding people to get a flu jab to ward off the worst effects of a potentially debilitating illness. Free flu jabs are available to all those with long term illness, carers, pregnant women and the over 65's. Parents of children 2-3 years are being encouraged to take their children to have a simple nasal spray at the GP's. Children from reception class to year four will receive a nasal spray vaccination at school as part of the national vaccine programme. Don't underestimate flu, over 8,000 die each year.

Suffolk Fostering Service Recruitment Campaign There are over 800 children in care in our County and the campaign is encouraging Suffolk residents to consider whether they have the patience, compassion and the spare room required to provide a child with the secure home life they need. A campaign was launched on Saturday 11th November with pop up events across the County.

Contacting Suffolk County Council:

For complaints and compliments, Complaints Team: 0345 266 1821

For other matters, Customer Services: 0345 606 6067

I welcome any questions and please feel free to contact me at any time

DRAFT