

Minutes of Great Bealings Parish Council meeting held at the Bealings Village Hall at 7.00pm on Tuesday, 7th July 2015

Present: Charles Barrington (Chairman), Colin Hedgley, Eric Barnett, Martin Cripps, Mrs Sally Johnson, Paul Norris, John Carter-Jonas, Anthony Sheppard

In attendance: Mrs Dee Knights, Clerk to the Council

1. Apologies for Absence

Apologies were received from PCSO Krista Robertson

2. Declaration of Members' Interests in any items on this Agenda

There were no interests to declare

3. To approve the Minutes from the Meetings held on 12th May 2015 and 19th May 2015

These were approved and signed as a true record, proposed by Sally Johnson and seconded by Colin Hedgley

4. Matters arising from the Minutes.

War Memorial – Charles Barrington has not yet been able to contact the contractors regarding the repair, he will endeavour to do this in the next couple of weeks.

5. Reports

Report by District Councillor Colin Hedgley

Cllr Hedgley reported that he has been appointed to serve on two committees at SCDC – the Scrutiny Committee and the Licensing and Health Committee. He is also on the Planning Committee as first reserve. SCDC are trying to streamline the Planning Department to address the problems typically experienced by Parish Councils. The Women's Cycling Tour was a great success in our area. There are 690 empty homes in the SCDC area, letters have been sent to all owners. Building work has commenced on the new SCDC offices in Melton.

Police Report

The police report showed no crimes in April, May or June. The next 12PT meeting is on 14th July which Colin Hedgley cannot attend. There were no volunteers to substitute.

SAVID

Colin Hedgley reported that this was launched last Saturday. 72 people attended including Dr Dan Poulter MP. Community Speedwatch were also represented.

Ipswich Garden Suberb

Colin Hedgley attended a meeting with representatives from Little Bealings, Tuddenham St Martin and Westerfield Parish Councils to discuss the building of the Ipswich Garden Suberb which will greatly affect traffic flow through the villages. The group will be writing to the Head of Highways at SCC and Colin Hedgley will circulate a copy of this letter once it has been sent, and he will update at the next meeting. The Clerk will write to Ipswich Borough Council Planning Department to request sight of the report to the Planning Committee on traffic impact.

6. Planning**DC/15/1966/LBC – Kiln Farm House, Kiln Lane, Great Bealings – works to existing annex to form internal bathroom and add glazed doors within existing openings**

A full discussion was held during which several concerns were identified regarding this application. The plans were not clear and seemed incomplete.

It was **RESOLVED** that

The Parish Council objects to this application, until clarification has been received on the points raised.

DC/15/1830/FUL – Woodend, Grundisburgh Road, Great Bealings – erection of rear/side extensions, alterations to lounge and formation of chimney including demolition of garage, formation of projecting brick plinth to existing dwelling, front extension to form garage and extension of gravel surface to serve new garage

This application replaces DC/14/0516 which the PC approved last year, but some areas seem larger. This needs to be compared to the previous application and we need to see the conditions that were imposed last time.

It was **RESOLVED** that

An extension of time will be requested so that we can submit a full response

7. East Anglia Three Wind Farm – consultation document

Eric Barnett had attended the presentation of the next phase of this project. As permission has been granted for the cabling and ducting for EA One, all ducting required for future phases will be put in at the same time. However, there are some concerns about the access locations, i.e. where they are, how big they are and how often they will be used. He will draft a response for the Chairman to send to the Consultants.

8. Highways

Paul Norris will draft wording for an email to be sent to SCC regarding Grundisburgh Road, and John Carter-Jonas will add comments regarding the road surface next to Rosery Farm. They will send these to the Clerk who will send a formal email from the PC.

9. Neighbourhood Plan

Guidelines on selection of non-designated heritage assets have been produced by Robert Scrimgeour at SCDC. Charles Barrington and James Firebrace have had a useful meeting with SCDC's Nick Newton about identifying Landscape Protection Areas, and have been given some guidelines. We are getting a very good response from that team. A re-draft of the Plan will be ready for the PC to consider at their meeting on 1st September. A grant of £1700 has been received.

10. Registration of Community Asset

The Council ratified the decision communicated by email for the registration of The Meadow in Lower Street to be listed as a community asset. This was proposed by John Carter-Jonas and seconded by Anthony Shepherd.

Charles Barrington has been communicating with SCDC and has had a site meeting with Karen Hubbard. She has discussed the proposal with the legal team at SCDC and it will be put out for an 8 week consultation period. If no-one objects, we will have 6 weeks to confirm that we can put a plan together. Then we will have 6 months to finalise the plan and raise the money to purchase it.

11. Governance Items

(i) Risk Assessment

The Clerk will draft a Risk Assessment document for Great Bealings, based on those published by other similar PCs, and will circulate it for consideration at the next meeting.

(ii) Code of Conduct

Great Bealings will continue to accept the Suffolk Local Code of Conduct and noted that we are not aware of any changes. This will be reviewed on an annual basis. This was proposed by Sally Johnson and seconded by Colin Hedgley

(iii) Standing Orders

The model Standing Orders have already been adopted, and we are not aware of any changes. The PC will continue to adopt them, which will be an annual review. This was proposed by Colin Hedgley and seconded by John Carter-Jonas.

(iv) Appointment of New Auditor

The Clerk advised the meeting that our internal auditor had now moved away from the area and we need a replacement. Eric Barnett suggested that the lady who audits the accounts for the church may be interested and he will forward her details. If this is unsuccessful, Mrs Knights will liaise with the clerks of Little Bealings and Playford with a view to putting a notice in Benefice News.

(v) Emergency Plan

Little Bealings have confirmed that they are no longer going to proceed with this. Colin Hedgley will make enquiries at SCDC regarding their area emergency plan and report back to the meeting on 1st September.

(vi) Community Engagement Strategy

Charles Barrington said that the Neighbourhood Plan is a good opportunity to create a stronger relationship between the PC and the community. The development and promulgation of the Plan should be based on the basis of our engagement strategy. The Clerk was asked to add a note to the PC reports in Benefice News that the public can attend and speak. Any Freedom of Information issues arising during the year must be included in the Chairman's annual report.

(vii) Data Protection

The Clerk confirm that the PC is registered with The Information Commissioner for Data Protection

(viii) Election Expenses Return to SCDC

Charles Barrington reminded all members that they must submit their return, even if it is Nil.

(ix) Declaration of Interests

Charles Barrington reminded all members to complete this online

(x) Training Course

Charles Barrington advised members that a joint training course with other Parish Councils to be held locally is being arranged and he will be attending. The Clerk will continue to liaise with Little Bealings about this.

9. Finance

(i) The following cheques were authorised; proposed by Colin Hedgley and seconded by Eric Barnett

Chq No	Payee	Description	Amount £
405	D.P.Knights (dated 28 th July)	July salary + arrears	151.85
406	HMRC (dated 6 th August)	July PAYE	37.68
407	D P Knights	Office expenses	37.29
408	D.P.Knights (dated 28 th Aug)	August salary	137.30
409	HMRC (dated 6 th Sept)	August PAYE	34.30
410	Community Action Suffolk	Annual subscription	30.00
411	D P Knights	Annual Working from Home Allowance	208.00*

*The Clerk advised members that this had previously been paid at £150p.a. but she had been informed by SALC that it had been increased in 2012 to £4 per week. It was agreed that the Clerk should be paid the correct rate – proposed by Anthony Shepherd and seconded by Paul Norris.

(ii) The Bank Reconciliation was signed and members approved the Clerk's suggestion that £1500 be transferred to the deposit account until it was needed.

10. Correspondence

The Clerk advised members that a letter has been received from a parishioner thanking us for a prompt response in respect of damage caused to the church car park bank by a tanker. Charles Barrington enlarged further on what had transpired.

11. Any Other Business

The Clerk advised member that she had been invited to join the Society of Local Council Clerks (SLCC). The annual subscription is £77. Members thought this was rather high and asked her to provide more information as to the benefits of membership.

Charles Barrington volunteered to cut the War Memorial hedge. Eric Barnett pointed out that there used to be a rota for this which is now out of date

12. Date of next meeting - Tuesday 1st September at 7.00pm

The meeting closed at 9.10p.m.

Signed
Chairman