

**Minutes of Great Bealings Parish Council meeting held by video conference at 7.00pm on
Tuesday 9th March 2021**

Present: Charles Barrington (Chairman) (CPB), Colin Hedgley (CH), Sally Johnson (SJ), John Carter-Jonas (JCJ), Rob Munn (RM), Steve Condon (SC), Regan Scott (RS), Sue Prentice (SP)

In attendance: Mrs Dee Knights (DPK) - Clerk to the Council, Fiona Powell – GotoMeeting Organiser, plus 5 residents

1. Open session for Public Consultation on Proposals for Quiet Lanes (QL)

A resident asked if the road from Birds Hill Cottage to Blunts Wood could be considered. CPB said that as this is part of Lodge Rd, it was highly unlikely to qualify, but he would raise it with the QL team. All letters have now been sent to residents and there have been no objections to the roads that have been nominated, so the QL team will be notified.

2. Apologies for Absence

None

3. Declaration of Interest

LNPI, District Cllr – CH.

4. Declarations of Lobbying and Responses to Lobbying

CPB declared that one of the planning applicants is an immediate neighbour of his, but he has not been lobbied.

5. To approve the Minutes from the Meeting held on 12th January 2021

The minutes were approved for signature.

6. Parish Councillor Vacancy

Following the resignation of Martin Cripps, a Casual Vacancy Notice had been posted and circulated, but there had not been sufficient requests for an election to be held. Therefore the PC is able to co-opt a person to the Council. An application has been received by Sue Prentice and it was proposed by CPB and seconded by CH to co-opt her.

It was **RESOLVED** that Sue Prentice be co-opted to serve as a Parish Councillor for Great Bealings Parish Council

The Declaration of Acceptance was signed on camera and witnessed by the Clerk.

Item 10 – Planning Applications was taken at this point in the Meeting

7. Appointment of Wardens for Footpaths and Trees

RS volunteered to act as Footpath Officer, hopefully with some assistance.
JCJ agreed to take over as Tree Warden.

8. Matters arising from the Minutes

- (i) **Trees, planting etc** – SP reported that ParishPlanters have been given some plants, and two helpers are looking at the extension of the slabs at the Grundisburgh Rd junction. The resident of The Rosery is in full agreement with the removal of the dead tree. SJ can arrange to get rid of it and will try to resource a suitable replacement.
- (ii) **Talking Bench** – SJ advised that the bench would be arriving shortly and the site was almost cleared. Some paving slabs have been donated for it to stand on. Thanks were expressed to SJ.

- (iii) **Other - None**

9. Report by District Councillor Colin Hedgley (CH)

A report had been circulated to Cllrs and a full copy is attached to these minutes. CH verbally reported on the provision of extra waste bins this Summer, SCC plans for the A12, the Budget announcement of a Freeport at Felixstowe/Harwich, the £25million Town Fund grant to Lowestoft, and the Small Business Fund which still has some money left in it.

10. Planning Applications

- (i) **DC/21/0728/FUL – Small Acre, Lodge Road – Demolition of front porch and single storey flat roofed side extension and link, erection of single storey side extension, erection of single and double storey rear, front and side extensions, erection of new front porch, raising existing roof pitch, reroofing of existing garage, and changes to fenestration and cladding**

The applicants summarised the main details of their application.
The Council **RESOLVED** to support this application

- (ii) **DC/21/0848/FUL – Green Close, Lodge Road – Alterations and single storey extension to existing dwelling.**

The applicant summarised the application
The Council **RESOLVED** to support this application

- (iii) **DC/21/0886/FUL – Brook House, Kiln Lane – Erection of a timber framed two bay cartlodge with storage behind. Demolition of two timber sheds.**

The Council **RESOLVED** to support this application

- (iv) **DC/21/0923/FUL – Rosery Farm, Lodge Road – Application for retrospective planning permission for open fronted 4 bay agricultural building**

A resident detailed some facts that he was aware of about this application, and CPB referred to some specific details in the planning application documents.
The Council **RESOLVED**, with one abstention, to object to this retrospective application

- (v) **Any other applications – None**

- (vi) **Decision updates – DC/20/3754 – Regency House – Application permitted by ESC**

11. Other Planning Matters

- (i) **Review of Neighbourhood Plan** – CPB reported that ESC are still looking into this
(ii) **Other matters - None**

12. Code of Conduct (CoC)

The CoC Working Party had circulated a revised draft amendment to the CoC, and this was approved by Cllrs. The Clerk will incorporate it into the main document and it will be presented for formal review at the Annual PC Meeting.

13. Emergency Plan

SC had circulated a revised draft Emergency Plan/Good Neighbour Scheme. CPB thanked him for his work on this. RM agreed to be named as Joint Co-ordinator. The Clerk will check the insurance policy regarding Public Liability and liaise with SC to get the volunteers' Data Protection consent forms signed. The final document will be presented for formal review at the Annual PC Meeting.

14. Highways

- (i) **Boot Street Bridge - Extension to Speed limit** -There is no news yet on when SCC will program this work
- (ii) **SAVID/SID** – JCJ reported some data he has taken from the SID.
- (iii) **Quiet Lanes** – this was dealt with at Item 1
- (iv) **Other Highways** – SCC A12 Traffic Improvement Scheme - Cllrs considered that the PC should comment on this and suggested some amendments to the draft response that RS had circulated.

PMN: It was not possible to reach agreement on the wording of the proposed response and thus Cllrs were encouraged to make their own personal responses to the consultation.

15. Finance and Admin

- (i) The following cheques were authorised; proposed by CH and seconded by RM

Chq No	Payee	Description	Amount £
2063	Mrs D P Knights	Office Expenses	30.72
2064	Mrs D P Knights (dated 28.03.21)	March salary	176.16
2065	HMRC (dated 06.04.21)	March PAYE	43.80
2066	Mrs D P Knights (dated 28.04.21)	April salary	247.56*
2067	HMRC (dated 06.05.21)	April PAYE	61.80*
2068	Phil Holmes	Website Hosting	30.00
2069	Fynn Lark News	Postage for magazine	7.00
2070	John Carter-Jonas	Batteries for SID	103.92

Authorised in principle by Cllrs, amounts confirmed later *

(ii) **Internet Banking** – The Clerk had circulated some notes about the possible way forward with regard to making payments. The main obstacle to Internet Banking is the requirement for all payments to be authorised by two signatories and some banks, including the current provider, do not offer this facility on-line. Investigations will be made with Barclays and Unity Trust Bank, with a view to changing banks after the new signatories have been agreed at the Annual PC Meeting.

(iii) **Other Finance and Admin** – the Bank Reconciliation was approved for signature.

16. Correspondence - None

17. Arrangements for Annual Meetings -Tuesday 11th May - The Clerk advised Cllrs that the legal permission for Councils to meet virtually expires on 7th May, and there is currently no news on whether this will be extended, but Covid restrictions will still be in force on 11th May. The Clerk will keep Cllrs informed, it may be necessary to change the date.

18. Resolution – A motion was proposed by CPB and seconded by JCJ that the public be excluded from the following item for reasons of staff confidentiality. It was **RESOLVED** that the motion be carried, and the public and the Clerk left the meeting.

19. Clerk’s Salary Review and Recommendations - Cllrs considered a proposal prepared by CH that the salary of the Clerk be reviewed both as to her hourly rate and to reflect the hours worked. Cllrs were unanimous in their appreciation of the job that the Clerk does and the salary review was approved by all Cllrs, with the number of hours worked per week increased to 5.5. CPB thanked CH for his efforts in preparing the review which was detailed and very helpful. It was agreed that such a review should be carried out annually as to the rate of hourly pay and in addition a review should be carried out every three years to ensure that the appropriate grading is being applied. CH will draft a letter to the clerk setting out the agreed revised terms and conditions.

The meeting closed at 9.04pm

Signed.....
Chairman