

**Minutes of Great Bealings Parish Council meeting held by video conference at 6.00pm on  
Tuesday 12<sup>th</sup> January 2021**

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

**In attendance:** Mrs Dee Knights (DPK) - Clerk to the Council, Fiona Powell – GotoMeeting Organiser, Anthony Sheppard (AS)

**1. Welcome to New Councillors**

CPB welcomed SC and RS to their first meeting as Parish Councillors. Their Declarations of Acceptance were signed on camera, witnessed by the Clerk.

**2. Apologies for Absence**

None

**3. Declaration of Members' Conflicts of Interests in any items on this Agenda**

LNPI, District Cllr – CH.

**4. Formal appointment of an Interim Vice-Chairman**

As this item was not on the agenda for 18<sup>th</sup> November, it is necessary for it to be dealt with formally at this meeting.

CPB nominated that RM be appointed as interim Vice-Chairman until the Annual Appointment of Officers in May. This was seconded by SJ. There were no other nominations so RM was duly appointed.

**5. To approve the Minutes from the Meetings held on 18<sup>th</sup> November and 14<sup>th</sup> December 2020**

The minutes were approved for signature subject to an addendum to Item 5(iv) 18<sup>th</sup> November i.e. "This item was not on the agenda and therefore will need to be included at the 12<sup>th</sup> January meeting"

**6. Matters arising from the Minutes**

- (i) **Trees, planting etc** – a report had been circulated by MC. Planting and maintenance of trees along footpaths has had to be suspended until autumn due to Covid restrictions, although planting of some black poplars may take place. Parish Planters (PP) work at the Grundisburgh Rd junction has recommenced, and once cleared then ground cover plants and shrubs will be planted in the Spring. If anyone would like to volunteer to assist (restrictions permitting), please contact MC. The PC expressed its gratitude to PP for their work. MC confirmed that the tree on the triangle by Rosery Lane will be dealt with when circumstances permit and he will communicate with the householder accordingly.
- (ii) **Finger Post, Holly Lane** – CH reported that he has been unable to progress this due to the current restrictions
- (iii) **Local Plan(LP) and Neighbourhood Plan (NP)** – CPB reported that ESC have agreed to look at the NP and advise whether it needs to be reviewed, and if there is any form of conflict with the LP. After their response is received, a working party will need to be set up.
- (iv) **Barbed wire on public footpath** – it is considered that there is no action for the PC to take until SCC have dealt with the claimed footpath issue. Following a query by RS, MC confirmed that all footpaths will have to be registered within the next 5 years. RS has some information and will liaise with MC to determine the exact process that will be needed.
- (v) **Wild flower verges** – JCJ has been unable to get a response from SCC on this. The hedgerows along Rosery Lane have now been cut.
- (vi) **Talking Bench** – SJ confirmed that she had sent in our application, and will enquire as to progress

- (vii) **Water Meadow** – RM reported that the caravan at Croft Cottage will be removed ahead of schedule and the soil will then be removed from the water meadow

## 7. 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 that ESC have given food and money to vulnerable residents. CPB mentioned the Good Neighbour Scheme set up under the first lockdown, and CH offered to speak to the previous organiser about resurrecting this. CPB commented that the ESC Environmental Guidance Note was excellent and would need to be considered at the time of the NP review (see 6(iii) above). There were no further questions from Cllrs.

## 8. Code of Conduct (CoC)

AS summarised actions to date and referred to the Working Party's proposed addition to the Suffolk CoC, which had been circulated. It was intended that this would be a stop-gap solution pending publication of the new national Code. Several proposed amendments were proposed and discussed. AS will submit a revised draft to the March meeting.

CH had circulated suggested wording on Declarations of Interest and Declarations of Lobbying that should be included on all future PC agendas, as is now done at ESC. This wording was supported by all Cllrs and the Clerk will action this for all future meetings.

## 9. Emergency Plan

SC volunteered to take this over and AS said that he would hand over all documents etc and provide any advice needed.

## 10. Planning Applications

- (i) There are no applications to be considered
- (ii) **Decision Updates :**  
**DC/20/3754 – Regency House** – this is still awaiting decision by ESC  
**DC/20/4032 – Wood Barn Cottages** – refused by ESC. CPB commented that he had written to the case officer at ESC to congratulate her on an excellent report.  
**DC/20/4136 – Seckford Hall** – permitted by ESC. CPB thanked MC for all his investigative work on disabled access in relation to this application. MC has raised with ESC the difference between an FUL and an LBC application. It is Building Control who ensures that the Equalities Act is complied with. CH explained some of the rules regarding inspection of an LBC application

## 11. Other Planning Matters:

- (i) **Historic Environment Consultation** – CPB will draft a response to this.
- (ii) **The Sizewell C Project** – CPB said that the PC has registered an interest and needs to continue to be involved due to traffic issues. RS explained the reasoning behind the request to complete a questionnaire, and will liaise with DPK regarding its completion.
- (iii) **Other** – None

## 12. Highways

### (i) **Boot Street Bridge - Extension to Speed limit**

A grant of £1,000 has been received from CH's Enabling Communities Budget, the total now received in grants is £2,000. CPB reported that the scheme has gone through all the legal processes and is waiting to be programmed by SCC. MC raised the question of signage, in relation to the Quiet Lanes project which is underway. CPB will ask for some detailed plans.

### (ii) **SAVID/SID – JCJ offered to take over recharging the batteries for the SID.**

### (iii) **Quiet Lanes – an update report had been circulated by MC. This project has really taken off and is moving at pace. MC will make more enquiries about signage required. The residents in the proposed roads will need to be consulted. CPB has given MC a copy of the consultation letter that was used for this purpose when the NP was being written in 2016. MC will report to the March meeting.**

### (iv) **Other Highways – none**

## 13. Finance and Admin

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

Chq No	Payee	Description	Amount £
2058	Mrs D P Knights	Office Expenses	9.68
2059	Mrs D P Knights (dated 28.01.21)	January salary	297.84
2060	HMRC (dated 06.02.21)	January PAYE	74.40
2061	Mrs D P Knights (dated 28.02.21)	February salary	176.16
2062	HMRC (dated 06.03.21)	February PAYE	43.80

(ii) **Budget and Precept 2021/22 –** The Clerk had circulated a revised budget for the next financial year, together with information from ESC regarding the tax base, a spreadsheet showing various precept calculations and a note of a recommendation by NALC on the level of reserves that small PCs should keep. These should be as close as possible to the annual net expenditure, which in our case is approx. £4,900, whereas our reserves are approx. £1800. CPB proposed that the PC moves to get to the required level over a period of 5 years, thus increasing the precept by £600 each year to meet this target. He therefore proposed a precept of £5,900 which would cover the budget and allow a transfer to reserves. The Clerk advised that this equated to an increase of approx. 22% which would be an increase of 15p per week for a Band D property (£8 per year). CH then stated that he considered that the Clerk was underpaid in comparison to similar PCs. CPB said that we had an excellent Clerk and he supported the point raised by CH who was therefore asked to investigate and report back to the PC. This could mean that the final precept may need to be increased accordingly. It was **RESOLVED** to implement a minimum precept of £5,900 which may be increased before notification is due on 31 January as a result of the salary review.

*(PMN: Since the meeting, it has been agreed to proceed with the agreed precept of £5,900 because it will not be possible to establish a full review of the salary before 31 January and therefore any agreed salary increase will have to come out of the additional reserve figure. The position will thus need to be regularised when setting the precept in 2022)*

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

**14. Correspondence**

- (i) **ESC Environmental Guidance Note** – This was discussed under Item 7
- (ii) **Census 2021** – The proposed date for this is 21<sup>st</sup> March although doubts were expressed that it would go ahead in the present Covid circumstances. It was agreed that a three-village approach should be published in the FLN
- (iii) **Fynn Lark News** – Norman Porter has circulated a list of the months that each PC is requested to submit the lead article. RS volunteered to do this for the March edition.

**15. Date of Next Meeting** - Tuesday 9<sup>th</sup> March

The meeting closed at 8.00pm

Signed.....  
Chairman