

Chedburgh Parish Council

MINUTES

of a Meeting held at the Erskine Centre, Chevington Road, Chedburgh on

Monday 13th May 2019 at 8pm

Present: Councillors: Michael Chester, Margaret Rickard, Clare Varney and Teresa Landymore.

In attendance: Maximilian Clay (Clerk to the Council);
2 Members of the public.

1. Election of Chair

Cllr Chester took the Chair. Cllr Varney was nominated, seconded and unanimously elected.

2. Election of Vice-Chair

Cllr Rickard was nominated, seconded and unanimously elected.

3. Signing of Declarations of acceptance of office.

This being the first meeting following an election, Declarations of Acceptance were signed by all councillors, and further Declarations of Acceptance were signed by the newly elected Chair and Vice-Chair.

Cllr Varney assumed the Chair.

4. Apologies

Apologies were received from Cllr Alan Noyes and were approved.

5. Declarations of Interest

There were no declarations of interest in matters on this agenda. The Clerk reminded members that, should they wish to have a dispensation to participate in any matter in which they had an interest, a request form should be submitted before the meeting in question.

6. Minutes of the last meeting

The minutes of the Meeting of the Parish Council held on 11th March 2019 were agreed to be a true record and the Chair was authorised to sign them as such.

7. Public Forum

The issue of the basketball nets in the car park area of the Erskine Centre was raised; they had been broken for some time. The Chair of the Community Council, which manages the Centre, was present in the public gallery and said that he would take this up.

The Chair of the Community Council told the meeting that, as part of the planned refurbishment of the bar, a request for funding in kind, via the purchase of materials would be made to the Parish Council in due course. This was noted.

8. Reports from County and Borough Councillors

A written report from County Cllr Soons was received.

There was little to report from the District Council, following elections, as little business had been transacted. The Leader will be elected on the 22nd May. A Pay-On-Exit car park trial will be conducted in Bury St Edmunds, this was welcomed although some councillors felt that the trial may block short-stay parking because people will choose to use it for longer stays and that the overall numbers of spaces should be expanded. It was noted that it can already be difficult to get a space.

9. Clerk's Report

- a. There were no relevant decisions under Delegated Authority to report.
- b. The Clerk reported that, following the recent elections, two vacancies remained open. It was agreed that these would be advertised in the parish magazine. The desirability of encouraging representation from the new part of the village (Mulberry Place) was also discussed and the idea of one or two councillors visiting the houses to encourage membership was discussed.

10. Planning and Environment

- a. There were no new applications to consider.

i DC/19/0693/HH - The Gables, Bury Road, IP29 4UQ: Proposed side extension forming a new annexe.

After brief discussion it was agreed that no objection would be raised.

ii DC/19/0695/FUL - Land Off Kiln Lane, IP29 4BL: (i) Improvements to Existing Access and Track off Kiln Lane (ii) landscaped Security Bund (iii) Farm Office and Welfare Unit (part retrospective).

After discussion it was agreed to object to this application on the grounds that there was insufficient information on which to base a decision and there were concerns relating to the new use of the site, especially in respect of the impact of large vehicles on the very narrow lane, and the unclear purpose and nature of the welfare building. The Council is opposed to any development of a residential component on this site as such development in open country would be inappropriate.

- b. Update reports on applications considered previously were received:

It was noted that the application for a *single dwelling at Lancaster Drive* (which, in its revised and reduced form had been supported by the Council but refused by the Planning Authority) had been submitted in appeal to the Secretary of State.

- c. The Handyman's report was received and noted.

11. Insurance for 2019/20

The insurance proposal for the coming year was considered. The Council is in the middle of a three year agreement (from which a 5% discount is derived) with Inspire. The premium for 2019/20 is £839.25 (+2.8% on the 2018 premium), and was approved by the Council.

12. Grant Applications

The following grant applications were considered:

- a. The Voluntary Network - Befriending service to the over 65s and car-based community transport. A £100 grant was agreed.
- b. Suffolk Accident Rescue Service - Voluntary attendance at medical emergencies. A £100 grant was agreed.

13. Defibrillator

The idea of a defibrillator in the village was considered and it was agreed to discuss the matter once fundraising for the roundabout project was complete. A paper covering costs, potential sites and any other practical matters would be produced for discussion at a future meeting.

14. Finance & Governance

- a. The Council reviewed and approved the Financial Risk and the Risk Management assessments.
 - b. The Council approved the 2018/19 Accounts, including the Bank Reconciliation and Asset Register.
 - c. The Council considered and formally received the Internal Auditor's Report.
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- d. The Council considered and approved the Governance Statement at Part 2 Section 1 of the Annual Return and authorised the Chair and Clerk to sign it on behalf of the Council.
- e. The Council considered the information provided at Part 2 Section 2 of the Annual Return and authorised the Chair to countersign it on behalf of the Council.
- f. The Council considered the grounds for exemption from external audit (Limited Assurance Review) and agreed, as the criteria applied to the Council, to authorise the Responsible Financial Officer and the Chair to sign the Certificate of Exemption.
- g. The Council received the schedule of receipts and payments and approved the payments.
- h. The Council noted that following Pat Fisher's retirement from the Council she will be removed from the bank mandate. It was agreed that Cllr Varney will be added to the mandate.
- i. The Council ratified the following dates for Council Meetings for the coming year:
 2019: 1st July; 16th September; 11th November
 2020: 13th January; 9th March; 11th May (Annual Meeting).

15. Councillors’ reports and items for future agendas

Cllr Varney reported that, arising from changes in the provision of school transport, arrangements had been agreed with the County Council for bus transport. It was agreed that it would be desirable to fence-off the play area to prevent access by dogs. It was agreed that this would be a longer-term project but that costings for fencing that meets the relevant British Standard for play areas would be obtained and discussed at a future meeting.

The meeting closed at 9.10pm, following discussion of reserved business, items 16 and 17.

Signed as a true record by authority of the Council:

..... Chair
 Date

See also minutes of reserved business.