

STRADISHALL PARISH COUNCIL**Minutes of the meeting held on Monday 11th January 2021 via Zoom due Coronavirus restrictions**

Councillors present: Ady Swift (chairman), Adrian Lee (Vice-Chairman), Ed Hollingsworth, Ian Hutchinson, Robert Deeks, and Jonathan Masefield

Also present Joanne Kirk (clerk), County Councillor Mary Evans and District Councillors Karen Richardson and Marion Rushbrook

1. Acceptance of apologies for absence

Debbie Gates sent her apologies and the reason for absence was accepted.

2. Declaration of Interest in items on the agenda and dispensation requests

Adrian Lee declared an interest in item 14 on the agenda – review of the grass cutting contract. No dispensation requests were received.

3. Approval of the minutes of the meeting Monday 2nd November 2020

It was resolved that the minutes were correct. The chairman agreed to sign them after the meeting.

4. County Councillor's report

Mary Evans sent a written report prior to the meeting.

5. District Councillor's report

Marion Rushbrook and Karen Richardson sent a written report prior to the meeting.

6. Police issue

Suffolk Police has been notified by Trading Standards of a COVID 19 scam.

A fake text message is circulating purporting to be from the NHS offering the Covid-19 Vaccine. The link takes you to a fake NHS website which requests personal and financial details. The Covid 19 vaccine is free and the NHS will NOT ask for financial details for the vaccination.

Suffolk Police is currently undertaking a survey about the possibility of raising the policing element of the council tax precept for the next financial year to enable police numbers to be increased.

7. Update on list of actions agreed at the last meeting

There was one outstanding councillor action which has been postponed due to the current Covid 19 lockdown.

Completed actions:

- Stradishall Parish Council's response to West Suffolk Council's Issues and Options consultation was submitted 22nd December 2020
- The bank mandate form has now been updated

8. Finance**a) Approval of any payments and signing of Schedule of Payments**

It was resolved that the following payments would be approved:

- HMRC – 3rd quarter PAYE – LGA 1972s11 - **£142.40**
- Risby Parish Council – 1/6 of cost of document shredding – LGA 1972, s111 - **£6.67**
- Adrian Lee Contract Services – trimming and pruning brambles under trees in The Street - Open Spaces Act 1906, ss9 and 10 - **£270.00**

Jonathan Masefield and Ady Swift agreed to sign the Schedule of Payments after the meeting. The Chairman agreed to countersign the Schedule of Payments after the meeting.

b) Approval of payments authorised between meetings

No payments were authorised between meetings.

c) Statement of receipts and payments including online payments made since the last meeting**Receipts**

Bank interest	£0.15
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Payments

PKF Littlejohn LLP - Annual audit fee	£240.00
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Grass cutting	£756.00
Hedge cutting	£270.00
Expenses	£8.26
Staff costs	£409.24

a) **Bank balances as of 30th December 2020 and confirmation of bank reconciliation**

HSBC current account	£3,198.90
HSBC reserve account	£5,927.33
Total in Banks	£9,126.23

Jonathan Masefield agreed to verify and sign the bank statements after the meeting.

d) **Signatory to complete the checklist of Internal Controls**

Jonathan Masefield agreed to complete and sign the checklist of internal controls after the meeting.

e) **Approval of the 2021/22 budget and precept request**

It was resolved that:

- The 2021/22 budget would be approved
- The precept request will be £7,812. The parish council element for a band D household will be £46.22 per annum an increase from £43.60 which equates to £2.62 per annum per band D household, an increase of 6.01%. The clerk and Chairman agreed to sign the Parish Estimates form after the meeting.
- All budgeted amounts which have not been spent by the end of the financial year will be transferred into the Council's earmarked reserves.

9. **Planning**

a) **Suffolk County Council's Street Design Guide consultation which runs until 10th February 2021 - <https://www.suffolk.gov.uk/assets/planning-waste-and-environment/planning-and-development-advice/Suffolk-Design-Streets-Guide-R-compressed.pdf>**

It was resolved that councillors would feedback comments after the meeting and the clerk would be authorised to submit a response based on their feedback.

b) **DC/21/0013/TCA - Woodcote House, 1 Cricket Meadow, Stradishall - One Ash (T1 on plan) crown reduction in height by two metres; one Acer (T2 on plan) overall crown reduction by 1.5 metres; one Malus (T3 on plan), one Oak (T4 on plan), one Hazel (T5 on plan) overall crown reduction by one metre**

Notification of this application was received after the agenda had been published, however councillors did not have any concerns about the tree works listed in the application and agreed that a separate planning meeting was not necessary.

10. **Highways/rights of way matters/tree or transport issues:**

a) **Approval of the draft Trees in a Conservation Area information**

It was resolved that the Trees in a Conservation Area information would be approved and uploaded onto the website.

b) **Email from a resident about speeding in St Margaret's Place**

The Parish Council has received an email from a resident about the speed of vehicles travelling through St Margaret's Place.

It was resolved that the Parish Council would contact County Councillor Mary Evans to ask about possible signs to remind road users to drive carefully. District Councillor Karen Richardson offered to pay for any signs from her locality budget. She also agreed to fund bin stickers for areas of Stradishall where speeding is a problem, in particular The Street and St Margaret's Place. The clerk agreed to research bin stickers ready for the next meeting.

A reminder will also be included in the next newsletter asking drivers to be mindful that more people are out and about walking and cycling and to drive carefully and watch their speed.

a) **To discuss the following playing field issues:**

a) **Latest inspection report**

The following issues were raised in the latest inspection report:

- Remove rough areas on basket swing where wood is peeling. Adrian Lee confirmed that he is waiting until the wood is drier before looks at it and decides what action needs to be taken.

12. Village issues

No issues were raised.

13. Correspondence

a) Email from Suffolk Accident Rescue Service requesting a donation

It was resolved that a donation of £50 would be made.

b) Email from the Office for National Statistics about the 2021 census and asking for help circulating Census information and volunteers and venues where support can be available to those in the community who need help to complete the Census.

It was resolved that information about the Census would be included on the Facebook page, the website and in the Parish Pump with a request for volunteers if the Covid situation improves.

c) Email from The Sicon Foundation about tree planting in communities

Councillors did not feel that there is any suitable land available at the moment.

14. Review of the Council’s grass cutting contract

Adrian Lee left the meeting. It was resolved that:

- The grass cutting contract would be renewed for another year as the Parish Council is very happy with the service provided and it would not be practical to request other quotes during lockdown.
- The grass cutting contract would be reviewed in January 2022.

15. Any other items for noting or including on the next agenda

The following items will be included on the next agenda:

- A draft tree and hedge policy

The following item is for noting:

- Ed Hollingsworth updated councillors about West Suffolk Council’s latest call for sites. He has submitted the cold store site. He is happy to work with Stradishall Parish Council should the site be carried forward into the Local Plan and is very keen to work with village and find something that is right for the community.

There being no further business the meeting closed at 8pm.

Signed: Dated: