

STRADISHALL PARISH COUNCIL
Minutes of the meeting held on Monday 6th January 2020

Councillors present: Adrian Lee (Vice Chairman), Ian Hutchinson, Ed Hollingsworth, Robert Deeks and Jonathan Masefield.

Also present Joanne Kirk (Clerk), County Councillor Mary Evans, District Councillor Karen Richardson and three members of the public.

In the absence of the Chairman, Adrian Lee chaired the meeting.

Open Forum

One question was asked about whether the Parish Council is notified of planning applications. Councillors confirmed that the Parish Council is consulted by West Suffolk Council on planning applications in Stradishall parish.

1. Acceptance of apologies for absence

Apologies were received from Ady Swift and Debbie Gates. District councillors Jim Meikle and Marion Rushbrook also sent their apologies.

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

Adrian Lee declared an interest in item 8e on the agenda. No dispensation requests were made.

3. Approval of minutes of the meeting held on Monday 4th November 2019

It was resolved that the minutes were correct. The chairman then signed them.

4. County Councillor's Report

Mary Evans spoke about the following:

- Suffolk Fire and Rescue Service achieved a 'good' at its recent inspection. There are a few areas in need of improvement including fire prevention.
- Suffolk County Council has purchased a rapid response vehicle for the Lowestoft area.
- Suffolk County Council plans to borrow 45 million pounds to increase the number of places for children with special educational needs.
- Suffolk County Council will be discussing their budget in January 2020.

5. District council reports

Karen Richardson

The Rural Task Group and Parking Group are preparing their reports for cabinet this month and will feed back to parish councils after that.

6. Police issues

There were no police issues to report.

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

There were no outstanding councillor actions.

8. Finance

a) Approval of any payments and signing of Schedule of Payments

It was resolved that the following payments would be approved:

- HMRC – PAYE – LGA 1972, s111 - **£142.40**
- Risby Parish Council – print cartridge (1/6) - LGA 1972, s111 - **£6.24**
- J P Kirk - expenses - LGA 1972, s111 - **£14.67**

Jonathan Masefield and Ed Hollingsworth signed the Schedule of Payments. The Chairman then countersigned it.

b) Approval of payments authorised between meetings

No payments were authorised between meetings.

c) Receipts and Payments (including online payments) made since the last meeting

Date	Minute	Description	Supplier	
05/11/2019	217/8a	Clerk's expenses	J Kirk	14.34
05/11/2019	217/8f	Accounting software 1/6	Starboard Systems Ltd	56.60
11/11/2019	191/6g	Pension payment	Risby Parish Council	15.00
21/11/2019	214/12c	Fence and height barrier for playing field	Adrian Lee Contract Services	5,000.00
22/11/2019	214/12c	Fence and height barrier for playing field	Adrian Lee Contract Services	484.00
29/11/2019	191/6f	Clerk's salary	Stradishall Parish Council	189.72
04/12/2019	219/11b	Information board for gym equipment	Sovereign	210.53
09/12/2019	197/8e	Website hosting fee	Community Action Suffolk	60.00
11/12/2019	191/6g	Pension payment	Risby Parish Council	15.00
30/12/2019	191/6f	Clerk's salary	Stradishall Parish Council	189.52
			Total	6,234.71

It was resolved that the statement of receipts and payments would be approved.

d) Bank balances as of 30th December 2019

Current account: £892.24 **Reserve account:** £6,421.74

Jonathan Masfield and Ed Hollingsworth verified and signed the bank statements.

e) Signatory to complete the checklist of Internal Controls

Jonathan Masfield completed and signed the checklist of internal controls.

f) Final Budget 2020/2021 and revised grass cutting quote

A revised quote of £1,260 has been received for grass cutting. Now that the new play and gym equipment and the fence around the parking area have been built, more of the playing field will need to be cut by hand. It was resolved that the revised quote would be accepted for 2020/21. The grass cutting will be reviewed in January 2021 with new quotes sought for comparison.

It was resolved that the final budget would be approved. The precept request will be £7,504. This is an increase of 3.05% which equates to £1.29 per annum per band D household. The parish council element for a band D household will be £43.60 per annum an increase from £42.31. The clerk and Chairman signed the Parish Estimates form.

9. Planning

No planning applications were received.

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

The clerk was asked to report the following issues:

- Water running down Mill Lane
- The large amount of soil which has been dumped on the bridleway near Yew Tree Farm rendering it almost impassable.

A number of residents have spoken to councillors about the lights at HMP Highpoint which are very bright and cause a large amount of light pollution. The clerk explained that in some cases artificial light can be classed as a statutory nuisance and may be subject to an abatement order, however prison lights are exempt.

It was resolved that the clerk would contact the prison to ask if the angle of the lights could be adjusted to reduce the impact on the surrounding area.

11. Playing Field issues

a) Play inspection reports.

No new issues were raised

b) New sign explaining gym equipment

The sign has been received and the invoice paid. It was resolved that Adrian Lee would put the sign up.

c) Removal of the tree on the access path to the playing field

The clerk has contacted Prospective Developments Ltd about the tree. Suffolk Tree Services has assessed the tree obstructing the access to playing field. Their assessment is that the tree is in a poor state and is leaning and is covered in ivy. They have recommended that the tree is cut down and removed. They have provided a quote to carry out this work which Prospective Developments is happy for pay for.

The email also asked if the Parish Council would be interested in developing a small number of properties in the corner of the playing field using their existing access route.

It was resolved that the clerk would contact Prospective Developments to say that the Parish Council's position on developing the playing field has not changed and that a Deed of Dedication has been put in place to preserve it as an open space.

The clerk was also asked to find out if they would be interested in selling the access to the playing field.

d) Update on the installation of a height safety barrier and fence around the car parking area

The height barrier and fence have now been installed. It was resolved that a height clearance sign would be installed. The clerk agreed to contact Majisign for a quote. It was resolved that a payment of up to £20 would be authorised.

12. Village issues

Ed Hollingsworth asked residents not to park on the grassy area off the track near the church when it is wet. The clerk agreed to email the PCC and refer any queries to the Hollingsworth's. A sign will be also be erected asking people not to park on the grass when it is wet.

13. Correspondence

a) Letter from Headway requesting a donation

It was resolved that no donation would be made.

b) Email from Suffolk Lifelink about their project to tackle loneliness and social isolation

It was resolved that details of the project would be included in the next newsletter.

c) Letter from SARS requesting a donation

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

There being no further business the meeting closed at 8.30pm.

Signed (Chairman) Dated