

STRADISHALL PARISH COUNCIL
Minutes of the meeting held on Monday 10th July 2023

PRESENT: Parish councillors Ian Hutchinson (Chairman), Jonathan Masfield and Louise Latache.

Also present: Joanne Kirk (clerk), District Councillors, Karen Richardson and Nick Clarke, County Councillor Bobby Bennett and 4 members of the public.

1. Apologies and reason for absence

Apologies were received from Adrian Lee, Robert Deeks, Debbie Gates and Ed Hollingsworth and the reason for absence accepted. District Councillor Marion Rushbrook also sent her apologies.

2. Declaration of interest by Councillors in items on the agenda and dispensation requests.

No councillors declared an interest in any items on the agenda and no dispensation requests were received

3. Approval of the minutes of the Annual Meeting of the Parish Council held on Wednesday 10th May 2023.

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

4. Public session (10 minutes)

The following issues were raised:

- Speeding on Edmunds Hill.
- The proposal to buy a portaloos for the church and village events. The cost would be £400 + VAT. Servicing would be £25 + VAT. Would Stradishall Parish Council be willing to contribute?

5. County Councillors Report

County Councillor Bobby Bennett spoke about the following:

- SCC is working to provide support for people on pre-payment meters.
- SCC is putting out messages asking people to be aware of the risk of fires in the dry weather and disposing of vapes and batteries safely.
- She is working on a project to re-procure the Suffolk Library Service.
- Cutting the verge on Stradishall crossroads.
- The bus shelters on the A143 have been cleaned.
- She is happy to support speed restrictions on the A143 but her current focus is on Wickham Street. She agreed to find out the accident data from the Police on the A143 and what money County Councillor Mary Evans had committed to the scheme. The Parish Council agreed to let Bobby Bennett know when accidents occur on the A143.
- She also agreed to support a pedestrian crossing across the A143 from the Highpoint Estate.

6. District Councillor's report

A written report was received. The report is available on the Parish Council's website at <http://stradishall.onesuffolk.net/about-us/meetings/meetings-reports/10th-july-2023/>

- Nick Clarke is pressing for a review of grass cutting.
- He attended the Local Government Association conference recently.
- A possible planning application for a solar farm in Little Wrating.

7. Police issues

No issues were raised.

8. HERA update.

Louise Latache updated the Parish Council. She spoke about the following:

- The Coronation event which went well despite the weather.
- The litter pick on 1st July was very successful. Another will be arranged for Sunday 10th September.
- The prison held a residents' meeting on 31st May. Residents felt that not enough notice was given for the meeting so it was poorly attended. She is still waiting for the minutes from the meeting.
- Access to the solar farm will be closed for 14 weeks due to the prison work.
- The new notice board was delivered but unfortunately it was damaged and had to be sent back.
- Since the last meeting there have been at least another 5 accidents at the S bend by Sterling house.
- HERA have arranged a game of rounders to be played on the front green.
- She is arranging a meet up at the playpark so that she can show Highpoint residents who are unsure where the play park is in the village.

9. **To receive an update on the list of actions agreed at the last meeting.**

There was one outstanding councillor action.

10. **To discuss the following financial issues:**

a) **Approval of any payments and signing of schedule of payments.**

It was resolved the following payments would be approved:

- HMRC – PAYE - LGA 1972, s111 – **£170.40**
- J P Kirk – expenses - LGA 1972, s111 - **£36.48**
- Adrian Lee Contract Services Ltd – grass cutting - Open Spaces Act 1906, ss9 and 10 - **£756.00**
- D S Pest Control – pest control - Open Spaces Act 1906, ss9 and 10 - **£150.00**

b) **Approval of payments authorised between meetings.**

No payments were authorised between meetings.

c) **To receive a statement of receipts and payments made since the last meeting.**

Payments

Date	Minute	Description	Supplier	Total
11/05/2023	306/12a	Clerk's expenses	J Kirk	£48.42
08/05/2023	297/9f	Bank charges	HSBC	£8.00
11/05/2023	306/12a	Internal audit fee	Cathy Whitaker	£70.00
11/05/2023	306/12a	SALC subscription	Suffolk Association of Local Councils	£239.70
11/05/2023	306/12a	Churchyard maintenance	Stradishall PCC- St Margaret's Church	£600.00
30/05/2023	297/9f	Insurance	Business Services at CAS Ltd	£559.91
08/06/2023	297/9f	Bank charges	HSBC	£8.00
Staff costs as per confidential cashbook				

Transfers

Date	From	To	Amount
11/05/2023	HSBC current account	HSBC reserve account	£8,000.00

d) **Bank balances and confirmation of bank reconciliation as of 30th June 2023.**

HSBC current account	£287.36
HSBC reserve account	£13,460.42
Lloyds bank current account	£1,000.00
Total in Banks	£14,747.78

Jonathon Masfield verified and signed the bank statements and bank reconciliations.

e) **Approval of the continued use of electronic banking.**

It was resolved that Stradishall Parish Council would continue to use electronic banking.

f) **Update on the progress of setting up online banking for Lloyds account.**

The clerk agreed to follow up with Lloyds Bank.

g) **Closing HSBC account.**

Adrian Lee and Robert Deeks need to sign the HSBC form. Ian Hutchinson agreed to organise the signatures.

11. **Planning issues.**

a) **DC/23/0711/FUL - Land Adjacent To Home Farm Barns, Edmunds Hill - - One dwelling with stables.**

It was resolved that Stradishall Parish Council would object to the siting of the proposed dwelling as it will extend beyond the existing building line and this would be out of keeping with the locality.

12. **To review the following policy documents:**

a) **Financial Regulations.**

It was resolved that the following amendments would be made and the amended version uploaded onto the website:

- Section 4.5 - amend the amount the clerk and Chairman can authorise outside meetings to £800 as this seems a more realistic amount with costs increasing.

- 5.5c – amend to:

a) *fund transfers within the councils banking arrangements as required to ensure invoices can be paid or to the reserve account, provided that a list of such payments shall be submitted to the next appropriate meeting of council.*

b) Standing Orders.

It was resolved that no amendments were necessary.

c) Scheme of Delegation.

It was resolved that the following amendments would be made to ensure the smooth running of the Parish Council between meetings:

- Clerk to make minor decisions relating to the day-to-day running of the Council in conjunction with the chairman, when the stance of councillors is known and the decision is not considered to be controversial. Clerk to email councillors giving a deadline for responses.
- Clerk to make minor decisions relating to the management of website.
- Defibrillator. Clerk and Debbie Gates to make minor decisions and payments up to £200 for replacement parts.
- Playing field. Clerk, chairman and Adrian Lee authorised to make minor decisions which are not controversial and to make payments of up to £500 for replacement parts and ongoing repairs to playing field equipment.
- TCA applications. All TCA applications will be referred to councillors. The recommendations of West Suffolk Council's tree officer will be accepted unless a tree is to be felled and councillors feel it should be protected by a TPO because it has amenity value in the village.
- In the event of the clerk being off work, where possible the clerk will forward on emails or divert them to the chairman. A holding response will be sent by the chairman saying that no decisions can be made until the next meeting. Urgent interim actions normally carried out by the clerk, (but no decisions) will be carried out by the chairman or vice-chairman, for example requesting extensions to planning applications, holding responses to emails, speaking to residents about local issues providing no decisions are required.

All decisions made under delegated powers to be reported to the Council at the next meeting.

13. Highways/Rights of Way issues/tree/transport issues.

a) Email from '20's Plenty for Suffolk' asking Stradishall Parish Council if they would be interested in getting involved with the scheme.

Letters have been delivered to residents long The Street the St Margaret's Place about the possibility of installing a Vehicle Activated Sign. Four residents have responded so far supporting the scheme and raising concern about the speed of traffic using the road. It was resolved that Stradishall Parish Council would pledge support for the '20's Plenty for Suffolk' scheme and ask if they would be willing to have a wider conversation about speeding with a view to lobbying Suffolk County Council to review its speeding policy.

Stradishall Parish Council also agreed to support the installation of VAS posts at the three locations agreed by Suffolk County Council.

b) Revisiting the possibility of a 30mph speed limit on the A143 near the Highpoint Estate.

It was resolved that Stradishall Parish Council would contact County Councillor Bobby Bennett to ask her to pursue this with Highways.

c) The possibility of providing a pedestrian crossing on the A143 near the Highpoint Estate.

It was resolved that Stradishall Parish Council would contact County Councillor Bobby Bennett to ask her to pursue this with Highways.

14. Playing field issues:

a) Latest monthly play inspection report.

The following issues were raised:

- Remove graffiti on log climber. This has been completed.

b) Update on the purchase of the access track.

The owner has agreed to sell the access track for £1,500 and Stradishall Parish Council is now negotiating to finalise the details of the sale. The seller would like an 80 year overage clause, should the land be sold for development, but this is not really an issue as the Deed of Dedication limits the use of the playing field for leisure use only in perpetuity and any change to this would have to be agreed by Fields in Trust.

c) Hedge cutting.

Adrian Lee will arrange for the hedge on the playing field to be cut by Ken Hutchinson. This is included in the Council's annual budget.

15. Village issues:

a) The suggestion to buy a portaloos for village events.

It was resolved that the Parish Council would purchase a second-hand portaloos for village events and pay for it to be serviced after each use at a cost of £25 per time. It was resolved that the payments for the portaloos (£480.00 – GPC) and first service (£25.00 - GPC) would be approved and that the money held in reserve for verge cutting would be used.

b) Providing direction signs to the playing field and adding the location to Google maps.

Councillors agreed to look into this once the purchase of the access track has completed.

c) Moving a bin on the Highpoint Estate to a better location.

HERA would like to move the bin to a more suitable location. The clerk agreed to contact West Suffolk Council to check ownership of the existing bin on the A143 and find out if could be moved to Lancaster Way.

17. Correspondence:

a) Email from the Greenest Community Network.

It was resolved that this item would be postponed until the next meeting.

18. Any other business for noting or including on the agenda of the meeting on Monday 5th September 2022.

No issues were raised.

There being no further business the meeting closed at 8.32pm.

Signed: Dated: