

REDGRAVE PARISH COUNCIL MEETING - MINUTES 9 March 2016

Held in the Redgrave Activities Centre at 7.30 pm

Present: Mike Denmark, John Giddings, Bob Hayward, Richard Hilton, Ann Preston, Neil Smith, Jason Walker, County Cllr Jessica Fleming, District Cllr Derek Osborne, Parish Clerk and 2 members of the public.

1. Chairman's Opening: Jason welcomed everyone.
2. Apologies: None.
3. Declarations of interest: None.
4. Minutes of the meeting of 10 February 2016 were agreed as a true record.
5. Progress reports not covered by this agenda: None.
6. Public Forum: 7.35pm RESOLVED, with all agreed, to adjourn the meeting for the public forum. *County Cllr Fleming reported that she was gathering information about abuse of green lanes or by-ways due to off-road vehicles, such as creating ruts in wet condition. Some local area lanes had been particularly over-used this winter. Reports of such activity could be sent to her at Jessica.fleming@suffolk.gov.uk or tel: 07714 597980. The Government had asked for a devolution proposal from Cambridgeshire/Norfolk/Suffolk/Peterborough. Public Sector Leaders from these authorities were working on a combined framework for the extended area pending agreement by Cambridgeshire. Suffolk County Council had received 7,137 applications for secondary school preferences for September 2016 (Year 7). District Cllr Osborne reported that Parish Councils could put into place an Emergency Plan if they wished and MSDC would be holding an information session in April.* The Chairman reconvened the meeting at 7.55pm.
7. Planning:
 - 7.1 Applications: None.
 - 7.2 Decisions: None.
8. Ongoing Items:
 - 8.1 Community Assets: Councillors had met a MSDC planning officer on site to discuss development of parish-owned land. The officer felt that the town pit was too far from village amenities for multiple housing but it was agreed to pursue the possibility of development similar to other properties on Fen Street, i.e. a single house with land attached. Cllr Hayward would follow up on this. The old school playing field was a possibility for development if suitable access could be confirmed. It was thought that the existing access was too narrow but the Clerk would write to Highways to have it considered. An alternative was to arrange an easement on the opposite side.
 - 8.2 Traffic Issues - Lorries mounting the pavement: The Clerk would follow up on the possibility of a weight restriction as there had been no reply from Highways.
 - 8.3 Food Dumping near village pond: It was felt that the situation had improved and it was agreed to continue monitoring it.
 - 8.4 Internal (Controls) Audit Review: Cllr Preston had carried out the review based on the internal controls checklist provided by the Suffolk Association of Local Councils, and had signed off on them with the recommendation that invoices be initialled along with cheques. It was RESOLVED, with all in favour, to accept the review and the recommendation.
9. New Items:
 - 9.1 Internal Auditor: It was agreed to ask J van Beveren to do the audit again this year but to consider changing to a local councils association once the external audit was no longer required.
 - 9.2 Spring Clean / Litter Pick: It was noted that J Cresswell had arranged it for 19 March.
 - 9.3 Byelaws and Public Nuisance: The PC received the report from the Clerk on tools for dealing with inconsiderate behaviour such as dog fouling and parking issues. It was agreed to put something in the parish magazine about dog fouling and to note that bags were available free from the community shop.
10. Correspondence:
 - 10.1 SCC: The Creating Greenest County survey information was noted.

- 10.2 MSDC: The information on Walking Festival 2016 & request for ideas and walk leaders for Year of Walking was noted.
- 10.3 Suffolk Constabulary: The details of changes to Safer Neighbourhood Teams were noted. Reports would no longer be made to councils each month and the number of local crimes could instead be found online at www.suffolk.police.uk.
11. Finance:
- 11.1 Budget Report and Account balance: £28,213.45
- 11.2 Accounts for Payment:
- | | | |
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| L Jackson-Eve | £ 303.17 | Sal/Exp Feb 2016 |
| Avenues East | £ 50.00 | Re-write cheque to Optua (name change) |
| LCPAS | £ 8.33 | Public Nuisance & Byelaws Training |
| Redgrave Amenities Trust | £ 210.00 | Hall hire fees for 2015/16 |
| Redgrave Amenities Trust | £ 300.00 | Grant under Local Gov't Act s133 |
| Westcotec | £ 240.00 | 4 extra brackets for VAS posts |
12. Matters carried forward from this meeting or to be brought to the attention of the council: There were a number of verges which needed to be cut back as they were narrowing the pavement, including sections on The Street and Hall Lane. The Clerk would report these. Flooding on Fen Street had been very bad due to blocked gullies from the road to the ditches. This would be reported to the County Council with a request for clearance. The Clerk would also write to the landowner of a field on the right exiting towards Botesdale to ask that hedges be cut back.
13. New matters for next meeting: None.
14. Employment Matters: The Clerk had requested a move from 10 monthly payments of 'time-sheeted' hours to 12 monthly payments of agreed contracted hours, i.e. 20 per month, effective from April 2016. Timesheets over the past 18 months confirmed that this was an accurate average of regular hours worked. Payment would also be made for overtime for extras hours worked, due to no staff cover being provided for annual leave and holidays, at a rate of an extra 2.2 hours per month. It was RESOLVED, with all in favour, to make these changes. The Clerk's contract would be amended where necessary.
14. Next meeting: 13 April 2016 and the Annual Parish Meeting would start at 7pm.

The Chairman closed the meeting at 8.35pm.