

## REDGRAVE PARISH COUNCIL MEETING – MINUTES 8 July 2020

Held online on Zoom at 7.30 pm

Present: Angela Bigley, Mike Denmark, John Giddings, Frank Gillett, Bob Hayward, Ann Preston, Jason Walker and the Parish Clerk. There were no members of the public.

1. Chairman's Opening: Mike welcomed everyone.
2. Apologies received: None.
3. Declarations of interest: None.
4. Minutes of the meeting of 4 March 2020 were agreed as a true record.
5. Progress reports not covered on agenda: The PC had received a request from the Cross Keys PH during lockdown to allow the placement of six picnic benches on the Knoll. This would allow them to provide more socially distanced seating for customers. This was agreed and the PC had additionally offered to pay £260 towards the cost of the benches.
6. Public Forum: None.
7. Planning:
  - 7.1 Applications:
    - 7.1.1 Priory Farm, Half Moon Lane. Ref. DC/20/02436. Application for works to trees in a Conservation Area - T1 Oak - Crown raise to approximately 25ft above road. Light reduction by 10%. T2 Oak - Reduced back growth approximately 50% of the limb. There was no objection.
    - 7.1.2 Maplefield, The Street. Ref. DC/20/02497. Application for works to tree/s in a Conservation Area - Fell 1 No Leylandii rear of garage. There was no objection.
    - 7.1.3 Willow Cottage, The Street. Ref. DC/20/02663. Notification for works to tree/s in a Conservation Area - Reduce 1 No Contorted Willow to 10ft (T1). Reduce 1 No Contorted Willow to 12ft (T2). Fell 1 No Ash tree (T3). There was no objection.
  - 7.2 Decisions:
    - 7.2.1 Unit 6 Hall Farm, Church Road. Ref. DC/19/05541. Planning Application - Change of use of land and creation of an earth bund for use as an open-air theatre for holding up to 18 events per annum, erection of wooden platform, creation of new vehicular access track and erection of close boarded fence (retention of). Planning Permission GRANTED.
    - 7.2.2 Minton House, The Street. Ref. DC/20/00252. Listed Building Consent - Remedial works to all roofs, replacement of barge boards to all gables and repair all water damaged timbers. Application WITHDRAWN.
    - 7.2.3 Land Adjacent to The Cottage, The Green. Ref. DC/20/01509. Application under S73 Application for removal or variation of a condition following grant of DC/18/00312 planning permission dated 20/04/2018. Town and Country Planning Act 1990. Planning (Listed Buildings and Conservation Areas) Act 1990 Condition Number 2 - To allow design changes and re-position garage on plot 2. Section A: Proposed Plans and Elevations plot 1 638/01A to be replaced by 638/03, 744/01 & 744/02. Planning Permission GRANTED.
8. Ongoing Items:
  - 8.1 Neighbourhood Plan: The PC noted that a grant of £6,100 had been received for the current year. The NHP group was almost to the stage of consulting the community on the draft Plan and asked for an extraordinary meeting of the PC in August to present it to the PC. It was agreed that this would take place by Zoom, unless regulations changed in the meantime, and would be held on 12 August at 7.30pm.
  - 8.2 Grass Cutting: It was noted that a subcontractor for T Gaddis would be cutting The Knoll in future at a cost of £40 per cut.
9. New Items: None.
10. Correspondence:
  - 10.1 Suffolk Police Crime Commissioner: The consultation on a joint Fire-Police Station in Stowmarket was noted.

- 10.2 Local Government Association: The consultation on the draft Model Member Code of Conduct was noted. Any comments by councillors would need to be submitted by 16 August.
11. Finance:
- |                                   |             |  |
|-----------------------------------|-------------|--|
| 11.1 Account balance:             | £ 22,510.67 |  |
| Income                            | £ 0.00      |  |
| 11.2 Accounts for Payment (July): |             |  |
| Admin Payments                    | £ 474.11    | Not itemised due to GDPR                                       |
| T Gaddis                          | £ 260.00    | Play Area Cut x 2, field off Half Moon Lane x 1, the Knoll x 1 |
| Cross Keys Pub                    | £ 260.00    | Contribution to benches on Knoll                               |
- RESOLVED, with all agreed, to approve payment of the accounts above.
- 11.3 Accounts for Payment (August):
- |                |          |                          |
|----------------|----------|--------------------------|
| Admin Payments | £ 393.61 | Not itemised due to GDPR |
|----------------|----------|--------------------------|
- RESOLVED, with all agreed, to approve payment of the accounts above.
- 11.4 To note/confirm payments made during Covid 19 lockdown: The attached schedule of payments was confirmed.
- 11.5 Inspection of the Financial Statement for Year Ending 31<sup>st</sup> March 2020: The Clerk presented the Financial Statement and supporting documents. The Council RESOLVED, with all agreed, to approve the accounts submitted.
- 11.6 To note the Internal Audit Report for Year Ending 31<sup>st</sup> March 2020. The PC noted that the internal audit report, prepared by Julian van Beveren.
- 11.7 To approve the signing of the Annual Return Year Ending 31<sup>st</sup> March 2020. The Council RESOLVED, with all agreed, to approve the signing of the Accounting and Annual Governance Statements.
12. Matters carried forward from this meeting or to be brought to the attention of the council: It was noted that Gressingham Foods shift patterns would be changing from four days a week with a revolving day off to five days a week and shorter days. For the surrounding villages it would mean instead of the shift change taking place between 17:15 - 18:15, this would now happen between 14:00 - 15:00. Additionally, the night shift would now finish around 23:00-23:30 instead of 02:15. During the Christmas period the shifts would be extended but this would only be for approximately 8 weeks. The factory would also be trying out new shop opening times for residents starting with 15:30 – 16:30. This would mean that all the workers would have gone home and it would enable better social distancing for residents. Gressingham Foods also wished to invite residents to join a liaison group and this would be published in the parish magazine.
13. New matters for next meeting: It was agreed to write to the Speedwatch group for an update.
14. Next meeting: 2 September 2020.

The Chairman closed the meeting at 8.03pm.

#### **Item 11.4 – Schedule of payments made during Covid 19 lockdown.**

All payments received prior agreement through precept (item 12.3, 2020-01-08) except where noted.

##### 11.4.1 Accounts Paid (April):

Admin Payments	£ 476.89	Not itemised due to GDPR
EACH	£ 100.00	Grant agreed 2020-03-04
Suffolk County Council	£ 177.27	Street Light Maintenance/Energy

##### 11.4.2 Accounts Paid (May):

Admin Payments	£ 429.33	Not itemised due to GDPR
T Gaddis	£ 130.00	Play Area Cut x 2
SALC	£ 259.42	Annual Subscription Fee
MSDC	£ 289.22	Dog and Litter Bin Emptying
Redgrave Parish Magazine	£ 130.00	Annual Advertisement Fees

##### 11.4.3 Accounts Paid (June):

Admin Payments	£ 389.51	Not itemised due to GDPR
T Gaddis	£ 65.00	Play Area Cut x 1
C Giddings	£ 51.00	Neighbourhood Plan website
Groundwork	£ 1,959.82	Neighbourhood Plan grant reimbursement