

Annual Meeting of REDGRAVE PARISH COUNCIL
5 May 2021 at 7.30pm on Zoom
MINUTES

Present: Brian Andrews, Mike Denmark, John Giddings, Frank Gillett, Ann Preston, Jason Walker, Andy Warnes, the Parish Clerk and 4 members of the public.

1. Apologies: Angela Bigley and Netty Verkroost
2. Chairman for the Year 2021/22: It was RESOLVED, with all agreed, to elect Mike Denmark.
3. Chairman's Declaration of Acceptance of Office:
4. Vice Chairman for the Year 2021/22: It was RESOLVED, with all agreed, to elect Jason Walker.
5. To elect Council Officers and Representatives to outside bodies:
 - Tree Officer (J Preston)
 - Trustees, Charity for Needy & Mary Foster Charity (J Walker)
 - Little Ouse Project Trustee (B Hayward)
 - Redgrave Amenities Trust (J van Beveren)
 - Footpaths Officer (A Bigley)
 - Gressingham Foods Liaison (J Giddings & A Preston)
 - War Memorial – retire Committee
7. Declarations of interest: None.
8. Minutes of the meeting of 7 April 2021 were agreed as a true record.
9. Public Forum: Fiona Wilson from Gressingham Foods reported on changes the company had made in response to a resident's complaint which was discussed at the PC's meeting on 4 November 2020. The company had made amendments to the outside lighting to reduce light pollution; installed extra electricity hook-ups to run more trailers on, which would be less noisy than diesel; had engaged in a staff awareness exercise to reduce noise from forklifts; and had reduced the hours of use for certain types of equipment. The company had also made community efforts not related to the complaint including litter-picking on Hinderclay Road, clearing two lots of fly-tipping, and new signage for staff in six languages encouraging noise, speed and litter reduction. Ms Wilson indicated that staff would be happy to make another visit to the village pond to see if any more work needed to be carried out to keep it clear. The PC accepted the offer and asked if staff could make any suggestions on whether there was anything that could be done to keep it from getting blocked again. Ms Wilson agreed to request this.
10. Planning: *To include any applications received after the publication of the agenda.*
 - 10.1 Applications:
 - 10.1.1 Fen Street Farm, Fen Street. Ref. DC/21/02268. Application for Listed Building Consent - Remove anthracite UPVC doors and replace with purpose made wooden doors. It was noted that this was a change in door style from the previously agreed doors. It was RESOLVED, with all agreed, to have no objection.
 - 10.1.2 Flint Cottage, Ivy Barns, The Street. Ref. DC/21/02420. Application for works to trees in a Conservation Area - Fell 1No Acacia (T1) as it is diseased; Reduce 1No Walnut Tree to retain shape and balance. It was RESOLVED, with all agreed, to have no objection.
 - 10.1.3 The Pink House, The Street. Ref. DC/21/02419. Application for works to trees in a Conservation Area - Reduce 1No Cherry tree (T1) and 1No Prunus tree (T2) by 25%. It was RESOLVED, with all agreed, to have no objection.
 - 10.2 Decisions:
 - 10.2.1 Fen Street Farm, Fen Street. Ref. DC/21/00870. Application for Listed Building Consent - Removal of anthracite UPVC windows and replace with wooden casements fitted into the existing openings. Removal of anthracite UPVC doors and replace them with wooden plank and rail door. Listed Building Consent GRANTED.
 - 10.2.2 Reed House, The Knoll. Ref. DC/21/00898. Householder Planning Application - Erection of conservatory to existing outbuilding. Planning Permission GRANTED.
11. Ongoing Items:
 - 11.1 Neighbourhood Plan: The PC RESOLVED, with all agreed, to approve the submission of the Neighbourhood Plan, as amended following consultation, to Mid Suffolk District Council. The PC thanked the Neighbourhood Plan Group for all its hard work.

- 11.2 Redgrave Amenities Trust: There was still no update on lease negotiations.
- 11.3 County Broadband: CB was currently undertaking some door knocking but had otherwise gone quiet. There was no update on numbers of sign-ups.
- 11.4 Traffic Regulation Order: It was noted that Gressingham Foods supported the extension of the 30mph zone on Hinderclay Road to Crackthorn Bridge as this would allow them to enforce the speed limit with their staff. Botesdale PC were amenable to a combined TRO for two changes they were requesting. The request had been made to SCC and they had acknowledged it but had not made a full reply. SCC would also be asked about a possible chicane on Hall Lane.

12. New Items:

- 12.1 Speedwatch: The PC received the request for a replacement speed camera. The old gun could still be calibrated properly but functioned unreliably and was very heavy to hold for an hour at a time. Suffolk Police had recommended a specific camera but were unable to provide one for Speedwatch groups in Suffolk at this time. However, it was noted that the camera, case and batteries were unlikely to cost more than £220 in total. The PC thanked the Speedwatch Group for all its hard work and noted that Gressingham Foods had offered to send an employee to help carry out sessions, as well as talking to any employee caught on the camera. It was agreed that it was a valuable deterrent as all records were sent to the Police, with a letter from the Police for the first offense and a ticket for the second and any subsequent offences. Neighbourhood Plan consultation had identified that speeding was one of the top three concerns in the community. It was therefore, RESOLVED, with all agreed, to arrange purchase of the new equipment and provide batteries as required.
- 12.2 Annual Parish Meeting on 7 April 2021: The DRAFT minutes of the meeting were noted by the Council and acknowledged by those councillors present as a true record. There were no matters arising from the meeting.
- 12.3 Meeting Arrangements: It was noted that the legislation allowing remoted meetings would expire after 6 May and in response to the possibility that Covid restrictions might not allow in-person meetings in June, the PC RESOLVED, with all agreed to approve the following delegations to the Clerk, in email consultation with all Parish Council members, with decisions to be reported at the next meeting:
- to respond to planning matters;
 - to respond to any correspondence that requires the input of the full Council;
 - to make any payments due before the next meeting of the Council.

13. Correspondence:

- 13.1 Police Commissioner: The PC noted the information about the upcoming Automatic Number Plate Recognition scheme which would loan SID equipment to parishes.

14. Finance:

14.1	Account balance:	£ 32,428.42	
	Income:	£ 9,900.00	MSDC Parish Precept 21-22 (1/2)
		£ 198.00	MSDC Parish Grant (rebate from recalculated tax base for 20-21)
		£ 381.10	HMRC Reclaimed VAT for 20-21

14.2 Accounts for Payment:

Admin Payments	£ 408.31	Not itemised due to GDPR
Morelock Signs Ltd	£ 3,303.60	SID Vario Unit
Redgrave Parish Magazine	£ 130.00	Full page advert 21-22
Westcotec	£ 81.00	Spare SID battery
SALC	£ 8.00	Audit Webinar
T Gaddis	£ 120.00	Play Area Grass Cut x 2
J Horridge	£ 120.00	Knoll Grass Cut x 3

RESOLVED, with all agreed, to approve payment of the accounts detailed above.

- 14.3 To consider the 2020-21 Annual Governance and Accountability Return (AGAR) and related accounts information for Year Ending 31st March 2021:
- i) To receive the Internal Audit as prepared by the appointed internal auditor: The Council RESOLVED, with all agreed, to receive the report.

- ii) To consider and approve the Council's Annual Return and related documents: The Clerk presented the Financial Statement and supporting documents. The Council RESOLVED, with all agreed, to approve the accounts submitted.
- iii) To consider and approve the completion of the Statement of Assurance as per the Annual Governance Statement (Section 1 of the AGAR): The Council RESOLVED, with all agreed, to approve the signing of the Annual Governance Statement.
- iv) To consider and approve the Accounting Statements (Section 2 of the AGAR) and supporting documents: The Council RESOLVED, with all agreed, to approve the signing of the Accounting Statements.

The Council noted that the period during which the accounts would be open to public inspection was 14 June – 23 July. A notice to this effect would be posted on the parish notice board.

- 14.4 To consider and approve the Community Infrastructure Levy Report for 2020-21. The Council RESOLVED, with all agreed, to approve the submission of the CIL Report to MSDC, which indicated that the CIL funds held in 2020-21 totalled £291.53. It was RESOLVED, with all agreed, to allocate the remaining funds to purchasing the new speed camera equipment.
- 15. Matters carried forward from this meeting or to be brought to the attention of the council: The Chairman reported that a resident had found problems with the zipline, and he would investigate. Another resident had made an offer to repaint the train which the PC agreed to accept.
- 16. New matters for next meeting: None.
- 17. Next meeting: 2 June 2021.

The Chairman closed the meeting at 8.30pm.