

Redgrave Parish Council
Meeting – Minutes 2nd March 2022
Held at Redgrave Activities Centre at 7.30pm

Present: Cllrs: Brian Andrews, John Giddings, Frank Gillett, Ann Preston, Netty Verkroost, and Andy Warnes.

Also in attendance: Parish Clerk

Members of the Public: Four members of the public.

1. **Welcome:** The Chairman and Vice Chairman were absent, the Council voted Cllr Warnes to chair the meeting. The Chairman welcomed everyone to the meeting.
2. **Apologies received:** Cllrs Denmark and Walker apologies were accepted.
3. **Casual Vacancies:** There were no applications for the vacancy on the Parish Council.
4. **Declarations of interest:** None.
5. **Minutes** of the meeting of 2nd February 2022 were agreed as a true record.
6. **Public Forum:** No comments were made at this point but requested permission to speak at the individual items, this was approved.

Dist Cllr and County Cllr Fleming reported:

Mid Suffolk District Council report:

Bird Flu Alert - The UK's Deputy Chief Veterinary Officer has confirmed highly pathogenic avian influenza (HPAI) H5N1 at two Mid Suffolk sites, a small holding near Westhorpe and a larger operation in Redgrave. A 3km Protection Zone and a 10km Surveillance Zone are in place around each infected premise. Defra have published [full details of the controls in place](#). **Trading Standards is encouraging all residents who keep poultry to ensure all birds are housed and that it would help us immensely if they could register their birds with APHA. All they need to do is go to the Gov.uk website and search "register poultry".**

Trading Standards plans to start going door to door in the 3km zone from Monday.

Joint Local Plan Status – For more information about the progress of Parts one and Two of the JLP please refer to: [Blueprint for districts' future development to progress » Babergh Mid Suffolk](#)

Council Budget – the 2022/23 budget and tax proposals have been approved by Cabinet and by Full Council on 24th February. Mid Suffolk is not raising Council Tax this coming year.

Platinum Jubilee - Sunday (February 6) marks the 70th anniversary of HRH Queen Elizabeth's accession to the throne. The Chairs of both district councils will be sending their congratulations, as the Queen becomes the first British Monarch to celebrate a Platinum Jubilee.

We will also be working with local community groups, towns and parishes as part of [the Festival of Suffolk](#), staging a range of public celebrations throughout the year.

Locality budget funding is available to support village events, please get in touch.

Suffolk County Council report:

Ukraine - Information on Suffolk's support for Ukrainian refugees is available on [Suffolk County Council's website](#), including links for The Red Cross Ukraine Crisis Appeal.

Suffolk County Council also announced that it will cease its contract between Vertas and Russian government-controlled fuel company Gazprom.

Council's 2022-23 Budget Passed – SCC approved its budget for 2022-23 alongside a first time Net Zero carbon budget on 17 February, with focus on children's services and adult care. Total expenditure will rise by 4.5% (from £598.2m to £625.4m) with a 1.99% increase in council tax, a further 1.00% from the Adult Care Precept, and an increase in grants received from the Government.

The Queen's Jubilee - Plans for a Festival of Suffolk with many community events can be found at: www.festivalofsuffolk.org/. A Suffolk wide Jubilee Lunch is planned on Sunday 5 June and people are encouraged to host a street party or gathering. SCC will waive fees for road closures and offer free assistance with traffic management, apply by Sunday 27 March. www.suffolk.gov.uk/PlatinumJubileeEvent

The council is supporting the Queen's Green Canopy project and aims to plant about 775,000 new trees – one for each resident. Visit suffolk-lieutenancy.org.uk/queens-green-canopy/ to participate.

7. **Discuss and agree any outstanding items from previous meetings:**

Cllr Giddings presented a paper to the PC Meeting last Wednesday and the PC agreed to consider it offline. This paper addresses a Proposal to Prohibit Vehicular Access to a Short Section of Churchway, Redgrave.

8. **Planning – New Applications:** No new applications were received.

8.1 Planning Decisions: DC/21/06763: Bramley House, The Street, Installation of an Air Source Heat Pump on the front of the property – Planning permission has been granted.

9. **Ongoing items:**

9.1 Redgrave Recreation Ground: It was reported that there had been no response from Llanover to the PC's proposals of 24 Jan 22. Redgrave PC had a meeting with the BMSDC Chief Planning Officer, Philip Isbell, on 21 Mar 22 to discuss the matter. At that meeting Mr Isbell stated that he did not believe it would be impossible for Llanover to revert the land back to agricultural land but that it would then not be an easy matter to obtain planning permission for development; he felt that Redgrave needed to come together to agree exactly what it wanted in terms of additional housing and express this through the Redgrave Neighbourhood Plan (RNP). He agreed that this could be in the form of an amended RNP in light of the agreement with the BMSDC to review the document immediately after a Referendum to reflect any agreement with Llanover. He stated that he would be happy to attend any discussions with Llanover on this topic. The PC also held a meeting on 1 Mar 22 with the RAT, where it was agreed that the least contentious way forward, from the point of view of the village, would likely be one based on the original Llanover proposal of 2018. The PC agreed to approach Llanover again to suggest that discussions should restart to work out something which the village could support based around this original 2018 proposal and a new 25-year lease on the current Recreation Ground.

9.2 Neighbourhood Plan:

It was reported that some people in the village found last month's minutes and the article in the Parish Magazine confusing. The situation was that the Redgrave Neighbourhood Plan (RNP) had been submitted to the MSDC with no changes. It had been agreed with the MSDC that once the RNP had passed Referendum it would immediately be amended to reflect any agreement with Llanover. The Plan would then be put back for full consultation with the village. The PC agreed that there needed to be more dialogue with

the village to explain this arrangement. This could be in the form of a village meeting and/or circulars.

9.3 Green Redgrave Group: The report from the Green Redgrave Group (GRG) was noted. Governance and Funding. A Constitution for the GRG had been written and signed. Funding of £200 had been received from RPC, £1160 was to be received from the MSDC Locality Fund and £500 had already been allocated by the PC to John Preston and it had been agreed that this would be allocated to the GRG. All funds would be placed in the RPC bank account until the GRG bank account had been opened. All payments relating to GRG will be paid for the time being from the RPC bank account. Insurance. It was confirmed that the GRG activities were being undertaken on behalf of the RPC and that these would therefore be covered by the existing RPC insurance policy with AXA insurance. Old School Playing Field (OSPF) project. The plan for the development of the OSPF was noted. It included the building of a pond, planting 3 silver birch and a crab apple tree, creation of a small orchard and growing a wildflower meadow. Hedging has already been planted to define the boundary. Applications have gone in for more grants. County Cllr Fleming said she may have some budget available from the District Locality Fund for this activity. Queen's Jubilee Tree. The RPC agreed to a proposal that a tree should be planted on the Knoll for the Queen's Jubilee. The cost of this would come from the monies allocated by the RPC to John Preston for trees last year. It was also agreed that the Parish should buy a plaque from the Royal British Legion Industries to mark the planting of the tree for the Queen's Jubilee at a cost of £154.99 + pp. It was agreed that this would be paid from RPC funds.

9.4 Grass Cutting Contract: It was noted that the OSPF needed to be put back on to the grass cutting schedule. However, in order to help the development of wildflowers in the area this would need to be done twice a year, first in around May and then again around August. It was also noted that the grass cutting regime on the Knoll would need to be adjusted to leave areas around the trees that have been planted up to be left uncut until late Summer; this would ensure that bulbs remained viable and sustainable. It was agreed that Cllr Warnes could discuss these required amendments with the grass cutting contractors. {After Meeting Note: it has been confirmed that there are no grass cutting arrangements in place for this year as the previous year's contractors are not willing to continue. Cllr Warnes would pursue possible alternative arrangements for submission to the RPC}

10. **New items:**

10.1 New Clerk: The resignation of Leeann Jackson Eve and the appointment of the new Clerk and RFO, Tina Newby was noted.

10.2 Internal Control Report and the Interim Internal Audit report: Last month the new Clerk was appointed to check the Internal Control and undertake an Interim Internal Audit. The findings were discussed:

The Internal Control Statement to be adopted for 22/23.

Review the Asset Register

No evidence of the bank reconciliations have been done by non-signatory Councillors – suggest this needs to be done quarterly.

Transparency Code for smaller authorities needs to be implemented.

No evidence of the adoption of the code of conduct for Councillors. Suggest to start this in May 2022.

The rules of debate at meetings item 1 of the Standing Orders differs to the way the Parish Council meetings are delivered.

The Clerk has concerns regarding the FOI information. **Action Clerk** to look into ways of migrating the historic emails over to the new email address.

The Clerk to review and implement the PC Donations and Grants Policy. Grants will be reviewed in May at the Annual Meeting of the Parish Council.

The General Power of Competence has been adopted, cannot see any evidence.

RPC documents are not Web Accessible; it was RESOLVED to start this from now.

There was no evidence that the External Audit Report findings were discussed.

A Grievance Policy was noted in the risk assessment, but none adopted. **Action Clerk** to implement one. **Action Clerk** to look at the above actions.

10.3 Appoint an Internal Auditor: The quotes were discussed, and the appointment of Trevor Brown was RESOLVED

10.4 Draft Annual Parish Meeting Agenda was reviewed.

10.5 Internal Banking Arrangements were discussed: RESOLVED to add a couple and remove a couple of Councillors. Take off Cllr Preston, and Cllr Walker. Add Cllr Verkroost and Cllr Warnes. **Action Clerk** to amend these and look at another bank.

10.6 Payment for Dropbox: It was RESOLVED that the Clerk purchase 2 x TB external Drives for archives and remove of dropbox. Keep safe. Two to be used as backup of one. Downgrade Dropbox to a free storage system.

11. **Correspondence:**

11.1 Grant responses noted.

11.2 Green Ixworth was discussed. **Action Clerk** to send a response to them: "Thank you for your letter of 16th February about your concerns regarding the growth of traffic on the A143 and the lack of forward planning to support this growth by the Suffolk County Council. We in Redgrave have similar concerns about unmanaged traffic expansion and would therefore be willing to participate in the strategic partnership that you propose to address this issue.

We note that you have not included Wortham in your communication. This village would be similarly affected and its Parish Council may also wish to be added to the partnership."

12. **Finance:**

12.1 Account Balance £31,030.55
Income 0.00

12.2 Accounts for Payment:

Admin Payments £778.22 Not itemised due to GDPR
RESOLVED to agree the above payments.

12.3 GRG Bat Boxes £ 60.00
RESOLVED to agree the above payment.

13. **Matters carried forward** from this meeting or to be brought to the attention of the council:

Road Closure for the whole Platinum Jubilee weekend (Saturday and Sunday).

Diversion sign left on verge, Church Lane and The Street, **Action Clerk** to get this removed.

14. **New matters for next meeting:**

The Village Jubilee Event.

15. **Next meeting:** 5th April 2022 7pm with Annual Parish Meeting first.

The Chairman closed the meeting at 8.40pm.

Signed Chairman:

Date: