

**Redgrave Parish Council**  
**Meeting – Minutes 4<sup>th</sup> May 2022**  
**Held at Redgrave Activities Centre at 7.30pm**

**Present:** Cllrs: Mike Denmark, Jason Walker, John Giddings, Frank Gillett, Ann Preston, and Andy Warnes.

**Also in attendance:** Parish Clerk

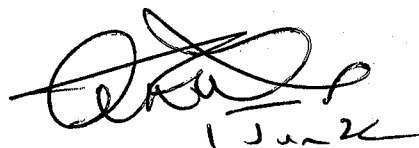
**Members of the Public:** Three members of the public.

1. **Welcome:** The Chairman, Cllr Denmark, welcomed everyone to the meeting.
2. **To appoint a Chairman:** Cllr Denmark confirmed his intention not to stand this year. Cllr Warnes was nominated and seconded. It was **Resolved** to appoint Cllr Warnes as Chairman. The Declaration Office of Acceptance was signed.
3. **To appoint a Vice-chairman:** Cllr Denmark was nominated. It was **Resolved** to appoint Cllr Denmark as Vice-chairman.
4. **Apologies:** Cllrs Andrews and Verkroost sent their apologies. District and County Councillor Fleming sent her apologies too.
5. **Casual Vacancies:** To consider applications for parish councillor post (1 vacancy). Ongoing.
6. **Declarations of interest:** No extra declaration declared.
7. **Approval of the Minutes** of meeting of Wednesday 6<sup>th</sup> April 2022. **Resolved** as an accurate record. Signed by Cllr Denmark.
8. **Public Forum:** The Jubilee Tea Party was discussed. The Clerk confirmed that she had sent a request for road closure. The Clerk also confirmed that she had contacted the Parish Council's insurance company to request insurance cover for the event. The list of food, drinks etc was discussed. The RAT had made a donation of £40. County Councillor Fleming sent her apologies; she had sent her report to the Clerk.
9. **Planning:**
  - 9.1 **Applications.**

**DC/22/02052**, Land West of Hall Lane, Application under S73 for Removal or Variation of a Condition following grant of Planning Permission DC/18/05289 dated 25/09/2019 - Construction of 9 dwellings with associated access and landscaping. Town and Country Planning Act 1990 – To vary Condition Number 2 (Approved Plans and Documents) as per revised drawings in order to change house designs - The Parish Council would not make any recommendations for this application.

**DC/22/02180**, Well Cottage, Half Moon Lane, Erection of single storey rear garden room extension (following demolition of existing conservatory), re-roof utility room and insertion of boiler flue to existing lean-to on side elevation; construct replacement chimney breast. The Council would like to recommend Approval.

**DC/22/02183**, Well Cottage, Listed Building Consent. This was noted.
  - 9.2 **Planning Decisions:** **DC/22/01156** Listed building consent has been granted – noted
10. **Ongoing Items**, to discuss and agree where necessary:
  - 10.1 **Redgrave Recreation Ground:** A meeting had been held with all Redgrave parties to agree the position to be taken with Llanover regarding any development around the Recreation Ground. A position paper reflecting this agreement had been sent to the Llanover representative on 14 Apr 22. A response to this paper was awaited.

  
1 Jun 22

**10.2 Neighbourhood Plan:** It was reported that the BMSDC had advised that it is hoped to proceed with the Referendum for the Redgrave Neighbourhood Plan on Thursday 7 July; this is yet to be confirmed formally.

**10.3 Green Redgrave Group:** Cllr Warnes provided a report on the activities of the Green Redgrave Group. Main points of the report are as are outlined below.

**Old School Playing Field (OSPF).** Progress on the next stage of work is awaiting approval of funding by the MSDC.

**Save Our Suffolk Swifts!** Nineteen swift boxes had been obtained from the Suffolk Wildlife Trust. These will shortly be deployed around the village including four on the Cross Keys pub.

**Grass Cutting Contract.** The new grass cutting contract for the Knoll and the Play Area on the Recreation Ground has now been let to Tramar Services.

**Bat Boxes.** Twelve bat boxes have now been delivered to their new locations.

**Saving Suffolk's Hedgehogs.** A talk was to be held on 5 May 22 by Paula Baker of Suffolk Hedgehog Rescue.

**Gressingham Foods.** A meeting had been arranged with the Gressingham Foods Senior Group Risk Advisor (Fiona Wilson) to discuss matters of cooperation.

**10.4 To discuss the Village Jubilee Event:** It was **resolved** to donate £315.00 to this event. There was a resolution that the money would be paid by the Clerk against individual receipts.

**10.5 To receive an update on online banking:** Issues with the Co-op mandates were ongoing as the Clerk has not received these. The Clerk is still working on getting bank accounts with Lloyds. Councillors that are happy to have online accounts are Cllrs Denmark, Warnes, Giddings and Gillett.

**10.6 To discuss the ongoing problems with footpaths:** The issues raised have been reported to the SCC and the blockage on Footpath 2 has been resolved. The problem with the stile on FP2 awaits resolution.

**10.7 Actions from last meeting:**

It was **Resolved** that the Clerk will hold one hard drive and the other will be held by the Chairman. The two drives will be swapped over monthly, after the Clerk has saved all files.

## 11. New Items:

**11.1 To discuss and agree any actions regarding the Internal Audit report:** The Clerk discussed all the items outstanding and to note with the Council. The Clerk is putting some of these into action already.

**11.2 To approve financial year's (21/22) AGAR forms as below:**

(a) - To review and agree the Internal Auditor Report - noted

(b) – Section 1 – Annual Governance Statement 2021/22 (page 4 of AGAR) **Resolved** and signed by Cllr Denmark. It was agreed subsequently that this will be counter-signed by Cllr Warnes as the incoming Chairman.

(c) – Section 2 – Accounting Statements 2021/22 (page 5 of AGAR) **Resolved** and signed by RFO and Cllr Denmark. It was agreed subsequently that this will be counter-signed by Cllr Warnes as the incoming Chairman.

It was **Resolved** that the Parish Council would not seek exemption from the requirements for external audit.

**11.3 To discuss and agree the Biodiversity Study – Redgrave Wood:** Mr Preston stated that there is a scientific survey being done by a student from the UEA.

**11.4 To appoint Council representatives:** The following Councillors were appointed:

- Tree Officer – (J Preston)



15/6/22

- Trustees, Charity for Needy and Mary Foster Charity (J Walker)
- Little Ouse Headwaters Project (A Warnes)
- Redgrave Amenities Trust (A Warnes)
- Footpaths Officer (A Warnes)
- Gressingham Food Liaison (J Giddings and A Preston)
- War Memorial (A Preston to find out whether A Robinson was to continue this)

**11.5 To note the following will be prepared for June Meeting:**

Freedom of Information (FOI) Act Publication Scheme  
 Grievance Policy  
 Grants Awarding Policy  
 Internal Control Statement  
 Grants Awarding Policy  
 all necessary GDPR related policies.

**11.6 To adopt the Suffolk Code of Conduct – adopted.**

**12. Correspondence:**

12.1 See correspondence list – in Councillors Packs

**13. Finance @ 26<sup>th</sup> April 2022**

13.1 Account balance: 40329.66

13.2	Accounts for Payment		
	Admin Payments	484.27	Not itemised due to GDPR
13.3	Payments for May		
	Groundworks	609.00	Already paid
	Redgrave Parish Magazine	120.00	
	Tramar invoice 17	130.00	
	Tramar invoice 19	130.00	
	Trevor Brown Internal Audit	160.00	
	<b>Total to pay today</b>	<b>1024.27</b>	

was Resolved to pay £1024.27.

It

14 Any additional matters to be brought to the attention of the Council: - None

15. New matters for the next meeting. None

16. Next meeting: 1<sup>st</sup> June 2022.

The Chairman closed the meeting at 8.35pm.

Signed Chairman:



Date:

1 Jun 22