

**Minutes of Redgrave Parish Council Meeting Wednesday 14 July at Redgrave Activities Centre 19.30**

Present

Mrs J Orves, Mrs C Thorne, Mr S Burgess, Mrs D Culley, Mr I Baird, Mr R Hayward  
Mr J VanBeveren and 10 residents

1. Apologies  
Mr A Aves Mr C Michell (County Councillor) Mrs S Michell (District Councillor)
2. Chairmans opening  
Explained that the parish clerk had resigned
3. Declarations of interest  
None
4. Minutes of meeting Wednesday 9 June 2004  
Plague to read plaque. Add not commercially viable to build “affordable housing”.  
Signed as a true record with those two amendments.
5. Minutes of extraordinary planning meeting 23 June 2004  
Added: It was agreed that provided the safety issues could be resolved the PC  
would be in favour of the extension. Signed as a true record with that addition.
6. Matters arising not covered by this agenda  
None.
7. County and district councillors not present.
8. Open discussion  
The sign approaching the village from Botesdale had been uprooted and thrown  
onto the other side of the road. Joyce Orves will phone SCC Highways.  
Speed limits are being regularly broken. The village plan should suggest possible  
remedies. Short term action: Joyce Orves will contact police re SID speed  
deterrent.  
The willow tree at the pond is dying. Ownership of the pond is not sure.  
Celia Thorne will check through files to find ownership details.  
The pond needs cleaning. Angie Robinson will get details of FWAG who  
revitalise ponds.  
The stile at the South end of footpath No 1 is impassable. Celia Thorne  
will take a digital photo and find the previous correspondence. Celia will discuss  
with Andrew Aves to see if he is well enough to wish to follow-up on this issue.
9. Planning  
Decided to recommend approval of planning application 730/04 Addition of  
dormer window to “Magnolias” Churchway. Proposed I Baird seconded C Thorne  
and all agreed.  
MSDC advised that TCA/25/04 for tree removal at Ivy House Farm had been  
approved.
- 10 Donations to charities  
The sub-committee recommended, it was proposed J VanBeveren seconded  
R Hayward and all agreed that the following criteria would be used to decide on  
donations:  
Redgrave Parish Council will allocate a modest sum from its annual budget for  
donations to charities or local groups whose work impacts and benefits the Parish.

Signed \_\_\_\_\_

The underlying basis for inclusion will be one or more of the following:

1. The charity/fund is based in the Parish
2. The charity/fund works/supports predominantly within the Parish
3. The charity/fund whilst not based locally does work which directly supports our Parish to a significant extent.

When donation letters are received a holding letter will be sent advising when decisions will be taken. Simon Burgess will draft a standard letter.

The working group will provide a list of suggested donations for the October Parish Council meeting.

11 Finance and cheques for signature

The beginning July balance was £12,411.26 and the cash flow projection to March 2005 showed a closing balance of £6259.86 after all known commitments.

Invoices received and cheques made out were agreed as follows:

Reimburse I Baird £304.49 for purchase from Viking of display panel for Village Plan project voucher No. 14/7A.

Reimburse J Prior clerks expenses £52.39 voucher No. 14/7B

Reimburse R Hayward £75 for purchase of analysis software for Village Plan Project voucher No. 14/7C

Pay Carlyon Print £415 for questionnaires for Village Plan voucher No. 14/7D

Memo item: VAT is now significant amount and needs reclaiming.

12 The clerk resigned in a letter of 25 June and her resignation was accepted in a letter of 5 July agreed by all councillors *except Celia Thorne*.

The clerk had delivered all the files, working documents and computer & printer to Joyce Orves on Saturday 10 July without having been requested.

Notice is finished on 31 September.

Joyce Orves had asked the clerk to explain what she meant by “operating outside the law” in her letter. *The verbal reply by the clerk did not specify anything of a legal nature but continued to criticise the general running of the council.*

An internal audit carried out by Bob Hayward concluded that he was able to completely reconcile the bank and books although the balance sheet and data provided by the clerk for 03/04 had needed to be recalculated before it was ready to go through the formal audit process. It was agreed that Bob Hayward & Ian Baird would send the books to Heelis & Lodge for formal internal audit before presenting them to the Council for approval at the September meeting.

It was agreed that until a new clerk was in place, Joyce Orves would also take on title of parish clerk and communications would go to her. Bob Hayward would compile the agenda, minutes, and scan data into the computer. Ian Baird would become responsible financial officer in the interim. Letter writing and other jobs would be shared amongst the councillors as necessary.

Joyce Orves would place an advertisement in the Parish Magazine for a new clerk and anyone knowing a person who might be interested should encourage them to apply.

13 Location of deeds to Parish land

The deeds are lodged with Suffolk County Council but we apparently have copies in our files. Joyce Orves will search the files.

14 Reinstatement of footpath Redgrave Fen to B1113

Bob Hayward will report to September meeting.

Signed \_\_\_\_\_

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15 Standing Orders

The standing orders recommended by the working group were proposed by Joyce Orves, seconded by Ian Baird and all agreed.

An addition of a quorum of minimum 4 councillors was proposed by Celia Thorne, seconded by Joyce Orves and all agreed.

16 Parish Plan progress

John Preston advised that about 70% of questionnaires had been returned and data input would start after the meeting on 21 July.

17 Primary Care Trust (PCT) public engagement

Celia Thorne had made initial contact with Peter Lorenzo. PCT had provisionally booked the meeting dates but had yet to decide on format and content. Celia Thorne will follow up progress with Peter Lorenzo.

18 Bus Shelter repair estimate

Julian VanBeveren advised an estimate of £120 for fixing a few tiles and revarnishing. Julian will write to Suffolk County Council to see if they will pay under their bus shelter scheme.

19 Road verge cutting

The clerk had not sent the letter agreed at the June meeting so it was judged that it was too late to make comment to Highways.

20 Correspondence

The Cross Keys licensing letters to magistrates were noted.

SCC Environment and Transport questionnaire. Bob Hayward to reply that we were compiling a village plan and would convey the results of that as more meaningful than giving our own personal opinions.

21 Matters for next meeting

Consider request from Community Council to raise grant from £100 to £150 and change some terms of the agreement concerning the old school field.

22 Date of next meeting is Wednesday 8 September

The meeting closed at 21.45

Signed \_\_\_\_\_  
Chairman

Date \_\_\_\_\_