



REDGRAVE PARISH COUNCIL

Clerk: Alison Spouncer
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MINUTES OF THE MEETING OF THE PARISH COUNCIL

held at 7.30pm on 3rd November 2022 at the All-Saints Church, Redgrave.

Present: Chair Andy Warnes, Cllrs Ann Preston, Brian Andrews, Elaine Brown, Frank Gillett, Jason Walker, John Giddings and Mike Denmark
Alison Spouncer (Clerk).

There was 1 member of the public.

1. **Chairman's introduction and welcome.** The RPC Chairman, Cllr Warnes, welcomed all to the meeting.
2. **Apologies - NONE.** (Cllr Fleming sent apologies after the meeting had closed, providing her report, to be circulated).

Declarations of Interest – NONE

Delegated Declaration of Interest Dispensation decisions or dispensation requests where required - NONE.

3. Public Forum

The Chairman to invite members of the public to indicate if they wish to speak at this meeting, either on an item on the agenda or on a general matter

One member of public, no comments.

4. Minutes of the last meeting

APPROVED - the Minutes of the Meeting of the Council held on 6th October 2022 (previously circulated), signed as a true and accurate record.

5. County and District Councillor's Report

Report received after the meeting and distributed to Councillors

6. Planning

The following planning applications were received by the Council for comment.

- **DC/22/05380 – OBJECTED.** Land adjacent to The Cottage, The Green, Redgrave, IP22 1RR.
Cllr Warnes requested to remove himself at this point in the proceedings due to his closeness to this proposed planning. Cllr Denmark took the Chair to continue the discussion with the remaining Council members. Objections were raised by the Council including the proposed planning not being within the active Neighbourhood Plan. The property described within the application is not deemed as required by the village. A previous application (DC/18/00312) in the same area detailing two properties was approved in April 2018 with the condition of commencing works within three years. There is no evidence of any work having been initiated. With these three areas of discussion, the Council voted unanimously to OBJECT.
Cllr Warnes returned to the meeting to continue.

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Signed/initialled.....(Chair)./...../2022

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- **DC/22/05156 – NO OBJECTION: Works to 1 no Ginkgo tree, Felix Cottage, The Street, Redgrave, IP22 1RY.** The tree has become large, having received regular attention over the years a reduction in size is required to ensure the tree does not become problematic.

7. Parish Clerk's Report

- **NOTED** - An update had been received from the Highways Department with regards to the stile causing an obstruction to Footpath number 1/2 at the intersection with Norman's Field.
- **APPROVED IN PRINCIPLE** – Ann Preston as Parish Representative for the Community Shop relayed a request from the Shop Committee for road signage to highlight the presence of the shop in the village. It was suggested that signs should be positioned at either end of the village on the B1113. The suggestion was agreed in principle but would require further investigation with Suffolk Highways before progressing. It was noted there may be a cost to the Parish Council for the signage. Ann Preston to provide Andy Warnes with the report for further direct conversation with Suffolk Highways.
- **APPROVED** – Register of Electors 2022/23. Council agreed for the Clerk to request a copy of the Register.

8. SCRIBE Accounts

- **APPROVED** – for enrolment and use of the Scribe package for accounting activity within the Council. Details and costings previously circulated.

9. Responsible Financial Officer Report

- **RECEIVED** - Financial reports provided including reconciliation report.
- **APPROVED** - Reconciliation and payments approved.
- **APPROVED** - Provision of SALC Support for PAYE and Pension for Clerk
- **APPROVED** - Payment of an invoice provided by Cllr Denmark for an earlier agreed action for purchase of Perspex for the village notice board
- **APPROVED** - Payment for attendance by Cllr Warnes and Clerk Alison Spouncer to attend recommended SALC budget setting training at a cost of £30+VAT each.

10. Review of the Parish Council's Policies

REVIEWED and APPROVED

- General Privacy Policy – Update
- Information Security Incident Policy – Update
- Document Control and Records Management Policy – New; originally found in the Information Protection Policy, has now been removed therefore a stand-alone policy produced to cover this requirement.
- Data Protection Policy – supersedes the Information Protection Policy and uses the NALC (National Association of Local Councils) template.

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Signed/initialled.....(Chair)./...../2022

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11. To NOTE correspondence received, if any

- An Objection had been received from a Parishioner regarding the Recreation Ground plans. An acknowledgement of the objection had been provided.
- A request has been received from the PCC requesting a grant from the Parish for the Churchyard. This will be discussed as part of the Council's Budget setting exercise.
- A request had been received from the Headway (Mental Injuries Charity) requesting support from the Parish. This will be discussed as part of the Council's Budget setting exercise.

12. Agenda Items proposed for the next meeting

- It was **AGREED** that there would be a discussion about charitable donations for 2023.
- The venue for future Parish Council meetings will require further discussion. The All-Saints Church is the venue for the remainder of 2022; a decision on the venue for 2023 will be taken after a firm proposal for use of the Green Hut from the Redgrave Amenities Trust.
- A draft Budget will be available prior to the December meeting for discussion.

13. Date of the next meeting – AGREED as 1st December 2022

The Chairman closed the meeting at 8.00 pm

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