

# MONKS ELEIGH PARISH COUNCIL

## MINUTES OF PARISH COUNCIL MEETING ON 12<sup>th</sup> MARCH 2018

The Parish Council Meeting was held on 12<sup>th</sup> March 2018 at 7.30pm in the United Reformed Church Hall, Monks Eleigh. Chairman Cllr J Clarke welcomed the following Parish Councillors – P Derry, D Reynolds and A Forrest. The Parish Clerk, Mrs Lucinda Rogers, was present at the meeting together with 5 members of the public. Cllr Arthey, Cllr Lindsay

In accordance with the changes in legislation, the public and councillors were permitted to film, record, photograph or use social media in order to report on the proceedings of the Meeting, subject to complying with certain provisions. ***A full transcript of the statement is available from the Parish Clerk upon request.***

1. Apologies for absence
  - i. Apologies for absence – Cllrs Day and Eames
  - ii. Cllrs consented to accept the apologies.
2. To receive Members' Declarations of Interest
  - i. Cllr Derry disclosed an interest in items on the Agenda in relation to the Village Hall. Cllr Derry is the Chair of the VHT/CIO;
  - ii. No declarations of gifts of hospitality;
  - iii. No requests for dispensation for pecuniary interests.

3. Minutes of Meetings

Cllrs had received a draft of the Minutes of 29<sup>th</sup> January 2018. All Cllrs approved and these Minutes were duly signed.

4. To receive a report from the County Councillor, Mr Robert Lindsay  
**Budget for 2018-19 confirmed**

On Thursday 8 February, the Council met to debate the budget proposals for 2018-19. The Liberal Democrat, Green and Independent Group were concerned by a number of the proposed cuts. These included a £12m cut to adult care, funding reductions for Citizens Advice and Trading Standards, and cuts to rural bus services. Therefore, we were unable to support the budget.

An amendment by the Labour group, which focused on reversing minor cuts, was voted down by the Conservative administration. The budget proposals were subsequently passed in full, but were not supported by any opposition councillors.

The budget for 2018-19 includes a 4.99% increase in council tax.

**Concerns raised over accountability and transparency of Suffolk Public Sector Leaders** The Suffolk Public Sector Leaders (SPSL) is made up of council leaders and chief executives from across Suffolk, as well as the PCC, chief fire officer and representatives from Suffolk's Clinical Commissioning Groups. This group controls a large pot of money, made up of £7.447m from the Suffolk business rates pool and £3.23m of central government funding received as part of the Transformation Challenge Award.

I and the rest of the Liberal Democrat, Green and Independent Group are very concerned about the accountability and transparency of this group. Their meetings are held in private with no minutes and neither residents nor councillors are made aware of the group's decisions, financial or otherwise. Given the vast amount of money they control, this secrecy is very concerning.

At the end of January, I and my group met with the Interim Chief Executive at Suffolk County Council to query why there is so little accountability within the leaders' group. I

Signed.....

Dated.....

have been informed that, on the basis of our queries, the group will be reconsidering its governance arrangements. I will keep you informed of any further updates.

**Next phase of “Raising the Bar” strategy announced**

The Cabinet has approved the Raising the Bar 2018-20 strategy. This is the third phase of the programme, which began in 2012 and is focused on improving educational standards throughout Suffolk.

The strategy includes the very ambitious goal to place the education system in Suffolk among the top 25% nationally. No other “shire” authority has achieved this, and the report acknowledges that it would likely take several years to reach this goal.

I am concerned that no new funding has been allocated to this phase of the Raising the Bar programme. The goals of the strategy are ambitious and will not be achievable without adequate investment, and so I question whether the Cabinet are fully committed to improving educational outcomes in Suffolk.

**Suffolk to tender for contract to support adolescents on the edge of care**

Suffolk’s Cabinet has agreed to set up a new outcomes-based contract, to provide intensive therapeutic support for adolescents at the edge of care via a private service provider. The idea is to reduce the need for and costs of adolescents coming into the care of Suffolk County Council, by providing intervention services that seek to keep children safely with their families. Payments will only be made if children are not taken into care, or are returned to their families.

The contract will be funded by a Social Impact Bond: this means that private investors will provide the start-up capital and running costs for the service, and will receive a return on investment if the service is successful at keeping children out of care. A similar contract and service exists in Essex, and a small number of local authorities across the UK are beginning to implement similar contracts

I am concerned about the use of a payment by results contract when vulnerable children are involved, given the risk of putting profit ahead of the wellbeing of these children. Suffolk County Council have assured me that the authority’s team of social workers will oversee the service and prevent this from happening, but the administrative costs of doing this properly could be substantial.

The contract is due to be awarded in Summer 2018 with an autumn start date.

**“Community self-help”**

Highways are consulting all parish councils on this. They want to see if there is an appetite for parishes to hire their own contractors or volunteers to do a lot of the minor highways work such as sign cleaning, pavement clearing that it can no longer afford to do. If there is it wants to find a way to accredit volunteers and contractors.

**Cats’ Eyes in Monks Eleigh**

Verbal update. Cllr Lindsay reported that he had been contacted by a parishioner of Monks Eleigh who lives on the Brent Eleigh Road about concerns over noise made by the Cat’s Eyes and requesting that they be removed. Cllr Lindsay had liaised with Suffolk County Council Highways who may be prepared to do that but would like the Parish Council to comment/confirm agreement. Councillors were not previously aware of this although Cllr Derry said that she had received a call from a parishioner about this just before this meeting. A discussion followed. Councillors do not consider the cat’s eyes to be of no use. They are on a dark approach to the village. The SID shows that people speed quite considerably into the village at night and at least Cat’s Eyes guide them as to the route of the road. Councillors would like Cllr Lindsay to communicate to Suffolk Highways that MEPC is not in agreement with this. They are surprised that the matter has gone so far without any approach to MEPC.

5.To receive a report from District Councillor, Mr Clive Arthey

**District Electoral Review**

We were expecting final recommendations by 6<sup>th</sup> February, but they were delayed and eventually received last week. In spite of the delay the new timetable still gives enough

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time for final implementation before next district elections in 2019. The proposals put Monks Eleigh in a Box Vale ward with Boxford, Brent Eleigh, Edwardstone, Groton and Milden.

### **2018-19 Budget**

Figures for 2018 Council Tax (Band D) are as follows: Suffolk County Council £1242.54 (+5.0%), Suffolk Police £188.82 (+6.8%), Babergh District Council £158.86 (+3.25%) and Monks Eleigh Parish Council £71.92 (-2.2%).

### **Community Infrastructure Levy (CIL)**

We have produced a CIL Framework document. 5% of CIL contributions to administer the scheme, 15% to Parish (25% for parishes with Neighbourhood Plans), remainder to be split 80%/20% between Local Infrastructure and Strategic Infrastructure. The proposals should provide significant Local 'pot' from which Parish Councils (and their providers) can apply for funding. Proposals may well be able to combine any remaining S106 contributions, parish CIL and district CIL.

## 6. Public Forum

- i. Parishioner asked if the Parish Council were proposing to improve car parking at the Swan Public House  
A discussion followed. The parishioner concerned considered that it is the Parish Council's duty to provide a car park for The Swan public House and that the Swan is closed currently as a result of lack of parking. This view was rejected by Councillors. The parishioner concerned suggested that The Green be used as a car park. Cllr Clarke pointed out that there are statutory regulations permitting parking on village greens and Councillors present all rejected the parishioner's suggestion. The village green is an integral part of the charm of Monks Eleigh, it is not appropriate to use it as a car park.
- ii. A Parishioner spoke of his objection to planning application number DC/18/00621. The applicant was also at the meeting and explained the process he had gone through before making the application. Both the applicant and the parishioner objecting to the application invited the Parish Council to visit to their homes to consider the matter further. (See below).
- iii. Planning applicant DC/18/00621 explained how he has worked to minimise the impact of the proposed dwelling on neighbours and his regret at any upset caused.

## 7. Correspondence

- i. Letter dated 10 February 2018 from Suffolk Accident Rescue Service thanking the Parish Council for their donation of £75.00.
- ii. Email dated 28 February 2018 from the Lord Lieutenants Armistice Centenary Committee who are planning a number of events to mark the 2018 armistice. They are seeking volunteers to help with an event planned by the Royal British Legion for school children to lay poppies on the 1332 Great War graves in 248 cemeteries across the country on Thursday 8<sup>th</sup> November 2018 at 11am. *Agreed to ask Cllr Day to put on the website*
- iii. Email from Nicola Smith dated 27 February 2018 asking if the Parish Council would like to carry out a Housing Needs Survey as she may be able to access funds to do this. *Decided not to carry out a Housing Needs Survey at this time*
- iv. Email from Suffolk Highways dated 8 February 2018 for Parish Councils to take part in a survey about what work they do to assist Suffolk Highways. *Cllrs completed survey.*

## 8. Clerk/Responsible Financial Officer's Report

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Dated.....

- i. None
- ii. To consider schedule of items approved and awaiting authorisation. Approved by all Cllrs as set out below.

Income received since 29.1.18

MEVH - contribution to UK Power Network	14844.70
Babergh Recycling Aug16-Jul17	143.35
R Perry – Allotment rent	16.25
	<b>15004.30</b>

Expenditure (movement since 29.1.18)

MEVH (one off donation as previously agreed by PC)	3000.00	LGA 1972
Safe & sound play equipment)	403.20	Open Spaces Act
H & H – legal fees for lease	840.00	s133 LGA 1972
CAS MG Insurance	201.60	LGA 1972
N Smith	553.00	LGA 1972
HMRC	109.40	Inc & Corp Taxes Act
P Day (reimburse SID battery)	45.98	LGA 1972
J Clarke (reimburse parking posters)	9.61	LGA 1972
MEVH Annual Donation	24600.00	s133 LGA 1972
PCC Churchyard (donation)	500.00	Open Spaces Act
East Anglian Air Ambulance	100.00	s137 LGA 1972
URC Hadleigh	125.00	s137 LGA 1972
SARS	75.00	s137 LGA 1972
Wattisham 1 <sup>st</sup> Responders	100.00	s137 LGA 1972
MAGPAS	50.00	s137 LGA 1972
Samaritans Ipswich	20.00	s137 LGA 1972
Victim Support Suffolk	20.00	s137 LGA 1972
Suffolk Family Carers	10.00	s137 LGA 1972
Mid Suffolk CAB	25.00	s137 LGA 1972
Sudbury CAB	25.00	s137 LG 1972
	<b>8672.79</b>	

Less UK Power Networks as agreed at meeting on 29 January 2018  
17813.64 s133 LGA 1972

Schedule of verified invoices agreed for payment

N Smith (refund of expenses)	28.40	LGA 1972
SCC (lighting & maintenance)	979.18	LGA 1972
Lucinda Rogers (salary)	300.54	LGA 1972
Nicola Smith	191.78	LGA 1972
HMRC	19.00	Inc&Corp Taxes Act
BDC (litter and dog bin)	272.30	Open Spaces Act
MEVH (2015–2016 recycling payments)	272.30	s133 LGA 1972
MEVH (2016-2017 recycling payments)	143.35	s133 LGA 1972
Hadleigh Community Transport	300.00	LGA 1972
	<b>2390.55</b>	

- iii. To receive a report on the Council’s financial position:

Add income received 15004.30

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Dated.....

Less expenditure (movement since last meeting)	8672.79
Less further expenditure agreed at meeting on 29.1.18	17813.64
Less expenditure (from schedule of verified invoices)	2390.55

**BANK RECONCILIATION**

Business Reserve	6547.45
Community Account	8105.19
<i>Less unlogged cheques</i>	2390.55
<i>Plus uncredited logements</i>	0.00
Millennium Account	165.45
	<b>12427.54</b>

**9.To report on the progress of application to register the Swan Public House as an Asset(s) of Community Value**

The Chairman had completed and sent a joint application for the public house and the community shop. The legal team at Suffolk County Council have decided that there should be two separate applications from the community shop and the public house. This is a shame as Cllr Clarke had a discussion with Babergh before submitting the application and it was considered then that an application covering both facilities was appropriate as they are both within one registered title.

Resolved: *Chairman will confirm withdrawal of current application and make two new applications, one in respect of the public house and one in respect of the community shop.*

**10.To report on progress on a Wayleave Agreement between MEPC (as registered owner of the Village Green) and British Telecommunications plc for works carried out on the Village Green earlier this year and for which BT had not sought the consent of MEPC.**

The Chairman continuing discussion with BT on this issued

**11.To consider any matters to be done in preparation for the Litter Pick to be held on 24/3/18**

Cllr Derry to email the risk assessment to the Clerk.

**12.To consider a request from MEVCIO that it may remove the hedge on the boundary of the Recreation Ground and the road to install a water pipe and to replace with native hedge e.g. hawthorn/blackthorn.**

Cllr Derry abstained on this item. Cllrs agree to give permission with caveat that the work is carried out in a good workman like manner. Cllr Clarke will draft a letter of consent.

**13.To sign a consent form to make an application to Tesco for a grant for a hearing loop and a projector, screen and speakers for the new village hall.**

Following discussion it was agreed that Cllr Forrest can sign the application as it is addressed to "Landlord/Leaseholder" MEVH CIO is the leaseholder so can complete it itself.

**14.To consider progress/what can be done to progress the tidying up of the triangular piece of grass at the Back Lane end of The Causeway**

Cllr Reynolds will obtain quotes to supply and lay a suitable for cars to be able to park. She has tried to obtain quotes previously but is still waiting for return phone calls.

Signed.....

Dated.....

15.To consider matters required to be done in preparation for the Annual Parish Meeting on 26 March 2018

Cllr Clive Arthey and Rob Cole Manager at from the Suffolk Waste Partnership will be guest speakers. Chairman to write a report. A parishioner will be asked to organise wine to be paid for out of Chairman's allowance, but if he cannot do it Councillors will organise. Cllr Clarke to contact parishioner concerned. Agenda to be prepared and distributed. Each Cllr to bring a small plate of food.

16.To receive a report form Cllr Forrest on the Community Infrastructure Levy workshop

Cllr Forrest to scan documents from the workshop and distribute to other Cllrs.

Cllr Forrest informed the meeting that under the new Community Infrastructure Levy a village with a Neighbourhood Plan can claim a higher percentage of CIL than a village without one. Councillors reminded that this has been discussed several times and the more recent discussion concluded that the Parish Council does not have the time or resources currently to undertake the drafting and agreement of a Neighbourhood Plan. Fees can be very expensive and it needs a team of people to drive it. They do not have to be councillors necessarily. No such man power has been identified. District Councillor Arthey brought to the attention of the meeting that under the new CIL arrangements there will be an additional pot of money that a village without a Neighbourhood Plan could apply to for extra funds if it had a particular project to undertake. The mechanism is there therefore for Monks Eleigh to reap more than 15% of CIL if it had a suitable project to promote. Concluded at this present time MEPC will not be seeking to implement a Neighbourhood Plan.

17.To report the intended purchase of a laptop for the Parish Clerk out of grant monies already received for the purpose

MEPC already has grant monies for a new laptop for the Clerk. At the meeting the Clerk suggested that MEPC consider a joint purchase with Barking Parish Council where she is also clerk, at the invitation of Barking Parish Council. She was asked to broach this with Barking PC and report back. It might improve the quality of the laptop available quite considerably. Cllr Day to be asked to assist in the sourcing of a suitable laptop.

18 Councillors' Reports

Cllr Forrest's reported that the Millennium Green working parties to cut the hedges, had gone well and the Community Pay Back came to tidy up the green afterwards. The village hall construction is going well. There are plans for a Millennium weekend in May (12/13<sup>th</sup>) with a quiz and a walking treasure hunt

Cllr Derry reported that a parishioner had asked her that the cat's eyes be removed from the main road near where he lives as they are noisy when vehicles pass over them. *It was agreed that Chairman asks Suffolk Highways if it is safe to remove them*

Chairman is concerned about the suitability of the website to accommodate our needs and would like to investigate setting up an independent one. Councillors are aware that the provider carried out upgrades which have caused all sorts of problems for Cllr Day who deals with the website. There was no consultation with MEPC prior to the updates being carried out and they have caused extra work. Matter to be discussed with Cllr Day

Discussion about cars that park on the pavement on The Street, just along from the shop.  
*Chairman to email Clerk*

19.Planning Matters

Signed.....

Dated.....

(i) Application DC/18/000621 – Planning Application – Erection of a 3 bedroom dwelling with car parking. Fen Cottage, Brent Eleigh Road, Monks Eleigh IP7 7JG.

Cllrs discussed the merits of attending the property concerned and the property behind it whose owners are objecting to this planning application. It was pointed out to the meeting that if this matter was postponed another meeting would have to be called to make the decision as to how to respond to Babergh District Council That will involve serving another notice/agenda. Resolved to carry out site visit 13<sup>th</sup> March 10am and make a decision at a meeting to be held on 19<sup>th</sup> March 2018. Chairman and Clerk to organise the calling of that meeting.

(ii) Application DC/18/00724 – Householder Planning Application – Demolition of existing single storey link and erection of a two storey link extension and raised veranda. Addition of vertical cladding to front elevation. Second Pits, Highlands Road, Monks Eleigh IP7 7QQ

*No objection*

(iii) Application DC/18/00759 Householder Planning Application – Erection of detached cart lodge with associated extended driveway, following demolition of existing garage. Second Pits, Highlands Road, Monks Eleigh IP7 7QQ

*No objection*

(iv) Application DC/18/00896 – Listed Building Consent – Internal alterations as described on the application form to provide first floor en-suite toilet and shower room to the second bedroom – 1 The Willows, the Street, Monks Eleigh IP7 7AU

*No objection*

(v) Application DC/18/00458- Notification of Works to trees in a Conservation area – 2no. Eucalyptus trees – Fell – Land on the east side of Mill Lane, Monks Eleigh – *Babergh District Council does not wish to object*

(vi) Application DC/18/00092 Listed Building Application – Erection of timber cartlodge (previously destroyed by fire) – *Listed building consent has been granted*

**20. Date of next meeting: 19th March 2018 Additional Planning Meeting  
26 March 2018 Annual Parish Meeting and 21 May Annual Parish Council Meeting**

Meeting closed at 9.30pm

Signed.....

Dated.....