

MONKS ELEIGH PARISH COUNCIL

DRAFT Minutes of Meeting held on Monday 23rd July 2018 in the United Reform Church Hall at 7.30pm

Present: Cllrs Don Reynolds (Chairman), Patti Derry, Chris Eames and Angela Forrest. Also, County Cllr Robert Lindsey and District Cllr Clive Arthey

Attending: Lucinda Rogers (Clerk) and 5 members of the public

36/18 Apologies for Absence

Cllr Day sent his apologies

37/18 Declaration of Interests and Requests for Dispensation

Cllr Reynolds declared an interest in item 12 – Green at Causeway adjoining Back Lane. No requests for dispensation were received.

38/18 Minutes of Meetings held on 19th April, 21st May and 20th June 2018

The minutes of the meetings were approved by the councillors and signed by the Chairman as a correct record.

39/18 Report from District Councillor Clive Arthey

Boundary review – the final recommendations have been sent to government and the result will be available by mid September

CIL – there have been a significant number of applications and there is nearly enough money for them all. The application from Monks Eleigh Village Hall has been validated

Babergh HQ Site – The proposal to build apartments and houses has been accepted. The car park over the river by Bridge House will be developed and Bridge House will be demolished. The Angel Court site is being developed with Council housing

5 Year Land Supply – has been achieved, it is 6.7 years. Part of the problem was that planning consents have been given but the houses not built but more have been completed now. Some current applications may be re-assessed as the planning regulations can be more strictly applied now.

Electric Vehicles – there is now a two-car charging point in a car park in Hadleigh and Cllr Arthey is working with Lavenham Town Council to provide another in the car park in Lavenham.

Solar Panels – Suffolk County Council have formed a bulk buy initiative for solar panels - see their website for details.

Babergh & Mid Suffolk formed an investment group called *CIFCO* and they each borrowed 25 million and have so far invested 25 million in high street retail sites.

40/18 Public Forum

A resident outlined her concerns that not all minutes from the meetings are available on the website. Clerk to check the website and ask Cllr Day to upload the missing minutes. Draft minutes also to be available on the website. Clerk to ask Cllr Day to add a link to the Highways reporting tool for residents use. The aim is to put draft minutes on the MEPC web-site within 30 days of a meeting. A resident reported the pavement is overgrown adjacent to the Millennium Green step and difficult to use. Clerk to report hedge on SCC highways reporting tool.

41/18 Correspondence

A resident has requested permission to have tables on the green on Saturday 8th September for a Village Garage/Yard Sale 10am – 4pm. The councillors resolved to agree to the request.

CIL Village Hall Bid – to purchase a projector, screen, audio loop for the new hall at a cost of £10,750 has been received by Babergh.

Strutt & Parker Farms Ltd have decided to sell the company.

42/18 Road Studs

Following a request to remove the road studs on the A1141 going towards Lavenham the Councillors agreed to defer their decision to the September meeting, six months after the initial decision to retain the road studs.

43/18 Road Name

The Councillors resolved to call the new development on the old school site, Northcote Drive, in memory of Revd. The Hon Arthur Northcote who was Rector of Monks Eleigh from 1900 to 1932. He was a very scholarly and knowledgeable man who was greatly loved by the community and wrote Notes on the History of Monks Eleigh which was published in 1930. A very comprehensive record of families and properties in Monks Eleigh from 10th century. His book is at present the only authoritative history of the village.

44/18 PCSO Funding

This item to be deferred to the September meeting to allow time for research about the role of PCSO's to be undertaken by Cllr Forrest.

45/18 Report from County Councillor Robert Lindsey

School Transport – the cuts are going ahead. Free transport only to the catchment school and transport to out of catchment to be paid for.

Highways - Mary Evans is the new Cabinet holder for Highways. She has ordered a large review about how the Highways department is run. Cllr Lindsey has put forward for improvements to cycling infrastructure. A map of all available routes will be drawn up but no financial commitment made.

Cllr Lindsey has received reports of overhanging branches in Back Lane. The sign stopping lorries from using Back Lane at Scripps Bridge has been knocked down and not replaced.

Stackyard Green – the contractors vehicles have damaged the road and will continue to do so until the work is complete. Will SCC or the contractors be responsible?

Green at Causeway/Back Lane – Cllr Reynolds needs a letter from Highways to give MEPC permission to carry out the proposed work. Cllr Lindsey will follow this up.

46/18 Finance

All cheques signed and due for signing as itemised in appendix C, were authorised by the councillors. The councillors also noted the transfer of money from the Community account to the Business reserve account to hold half the annual precept in reserve.

47/18 Data Protection

The Clerk reported that she attended a SALC training session but left with few answers. SALC will be running more training about this. The councillors resolved that the Clerk attend training as necessary up to the value of £50. Clerk to investigate Breach Policy and to check what else needs to be done to be compliant. The Clerk to continue her efforts to create a register. Cllr Derry to include certain GDPR aspects within the "Internal Audit" function.

48/18 Model Standing Orders

The councillors reviewed and resolved to adopt the new Standing Orders from SALC.

Cllr Reynolds left the meeting due to his interest in the following item

49/18 Green at Causeway Adjoining Back Lane

The councillors reviewed the two quotes provided and resolved that as they very similar, that Cllr Reynolds checks the VAT is the same for each quote and when Highways have confirmed that the work can be done that he contacts both people and uses whoever is available do the work first. Cllr Reynolds to email the quotes to the Clerk.

Cllr Reynolds re-joined the meeting

50/18 Planning Matters

The councillors reviewed Planning Application DC/18/02566 – Submission of details under Outline Planning Application B/16/01718 – Former Monks Eleigh Controlled School, Churchfields – Appearance, landscaping and layout for up to 17 dwellings and the councillors had no comments.

Application Reference	Address	Planning Details	MEPC Minute	Parish Council Comments	Babergh DC comments
DC/18/01321	Stackwood Cottage, Stackyard Green	Demolition of extensions, replace render with lime-based render & erection of single storey extension. Erection of cartlodge	5/19.4.18	No objection	Planning permission granted 20.6.18
DC/18/01322	Stackwood Cottage, Stackyard Green	Demolition of extensions, replace render with lime-based render & erection of single storey extension.	5/19.4.18	No objection	Listed building consent granted 20.6.18
DC/18/00724	Second Pits, Highlands Road	Discharge of condition 3 (materials)	19/12.3.18	No objection	Approved 5.7.18
DC/18/00896	1 The Willows, The Street	Discharge of conditions condition 3 agreement of materials, condition 4 ventilation, condition brickwork bond details	5/19.4.18	No objection	Approved 6.7.18
DC/18/02404	Land west of The Fenn, Swingleton Green	Erection of one 2 storey building, new vehicular access and detached out building	32/18	No objection	Approved 19.7.18

The councillors agreed to hold an additional planning meeting to review application DC/18/03274 on Monday 6th August. Clerk to arrange.

Land opposite 2nd Pits has recently installed a concrete road and hardstanding with outbuildings now being erected. Cllr Reynolds to check with Babergh if planning permission is required.

51/18 Councillors Reports

Footpaths - Some complaints have been received about footpaths being difficult to walk along. These have been checked and are usable if walkers wear suitable clothing and footwear.

Asset Register – Cllr Eames to update as the last update was in March 2015. Clerk to assist with checking cash books for purchases to add to register. Cllr Eames and Clerk to liaise.

Villager of the Year – Cllrs Derry and Forrest delivered the award to the villager who was delighted

Millennium Green – wish to purchase a table. Item to be added to September meeting agenda.

Postman's Retirement – the presentation will be made outside the shop on 3rd August at 11.30am

Grass Mowing – mowing of grass at Millennium Green and village hall to be added to September agenda.

Swingleton Hill Parking – Cllr Reynolds to erect a no parking sign to deter cars form parking.

52/18 Date of next Meeting

The next meeting will be held on Monday 24th September in the United Reformed Church Hall starting at 7.30pm

The meeting closed at 9.40pm

Appendix

FINANCIAL REPORT JULY 2018

Schedule of Payments & Receipts from 21 May 2018

Income Received since 21.5.18

Retirement collection	425.00
Interest - Millennium Account	0.08
Interest - Business Reserve	3.27
	428.35

Expenditure (movement since 21.5.18)

Pro-Scape	Grass cutting	336.80	101249	Open Spaces Act
N Smith	RFO's Salary	60.54	101250	LGA 1972 s112
Community Heartbeat	defibrillator pads	87.00	101251	LGA 1972 s112
		484.34		

Schedule of verified invoices agreed for payment

Strutt & Parker	Rent	37.50	101252	Small Holding & Allotment Act
Information Commissioner	subscription	40.00	101253	LGA 1972
S Brown	Retirement collection	425.00	101254	LGA 1972
EEAST	re-issue of donation	100.00	101255	LGA 1972 s137
P Derry	Cllr Expenses	18.99	101256	LGA 1972
L Rogers	Clerk's salary	602.45	101257	LGA 1972 S112
L Rogers	Clerk's expenses	120.62	101258	LGA 1972
HMRC	Tax and NI	142.20	101259	Inc & Corp Taxes Act
		1486.76		
<u>Unpresented cheques</u>	101223	100.00		
	total	1586.76		

Agreed transfer or money from community a/c to Business saver 12.6.18 of £2304.66

Bank Reconciliation

Account	statement date	statement balance	actual balance	credit/transfers not shown	unpresented cheques	difference
Community a/c	29/06/18	£12,519.20	£8,627.78	-£2,304.66	£1,586.76	£0.00
Business reserve	29/06/18	£6,555.11	£8,859.77	£2,304.66	£0.00	£0.00
Millennium a/c	29/06/18	£165.68	£165.68	£0.00	£0.00	£0.00
		£19,239.99	£17,653.23			

MILLENNIUM ACCOUNT

to be used for the maintenance of the bench on the village green, village sign, village pump and millennium bridge. Xref meeting of 24th September 2001. Agreement given at meeting of 30th November 2011 to match fund furniture for Mill. Green to the sum of £400. Agreement given at meeting of 28th January 2013 to match fund furniture for Mill Green to the sum of £220

GALLETTS AND POLEBRIDGE RECREATION GROUND

M.E.P.C. is the sole trustee for the Galletts and Polebridge Trust. Income so far for this year is £30.

To date there has been no expenditure. Income is held in the Parish Council's bank account on behalf of the Trust equates to £780 (1991-2017 inc.) and is to be used solely for maintenance of the ground