

STONHAM PARVA PARISH COUNCIL MEETING HELD IN THE BAPTIST CHAPEL
SOCIAL ROOM ON MONDAY 14TH OCTOBER 2019

19.129 PRESENT: Cllrs T Benjamin, I Richardson, A Harvey, G Davison, S Baldry & K Dawson

19.130 APOLOGIES : None

19.131 Public Forum: None

19.132 DECLARATIONS OF INTEREST – Cllr S Baldry declared an interest in village sign and planning application.

19.133 DISPENSATIONS – None

19.134 MINUTES OF THE PARISH COUNCIL MEETING 9TH SEPTEMBER 2019 - Minutes confirmed as correct - Proposed by K Dawson and seconded by I Richardson

19.135 REPORTS

19.135.1 Report from C Cllr Hicks for October.

Key points:

- Fourth care home in Suffolk receives Outstanding rating
- Suffolk rail vision

19.135.2 No report from D Cllr S Morley for October

19.135.3 Footpaths – Footpaths which are on Earl Stonham Farms land have partly been mowed but there is an area where machinery cannot reach which used to be cut by hand but has not been done so yet.

Action – W Brame to write to Andrew Deacon and thank him for cutting some of the paths and ask that he cut the rest.

The overgrown hedgerow on Pains Hill has been reported again.

Action – W Brame to monitor report

Previous report for overgrown hedging at the north of the village had been closed as completed so this has been reported again.

Action – W Brame to monitor report

Footpath which runs north from Four Elms is overgrown and has been reported but after inspection the footpath has been deemed to be acceptable and won't be cleared.

Footbridge replacement and the need for an extra plank of wood has been reported

Action – W Brame to monitor footbridge report

Footpath signs near to Glebe Cottage and also one near Church Lane/Allotment junction have been reported.

Action – W Brame to monitor these

Agreed to request 1 more footpath cut before the end of November

Action – W Brame to email P Mills

Signature.....

I Richardson reported lots of overgrown brambles along many footpaths. Permission given to clear these.

Action – I Richardson to clear brambles on footpaths

19.135.4 Parish Newsletter /Website – Role of the Parish Council added to website.

19.135.5 Cemetery – The tree which fell on to a neighbouring property has been cleared.

Vertas were contacted and the hedge has been cut.

19.135.6 Play Area – The tree stumps have been cleared by K Dawson's partner, but the bramble roots still need to be cleared. Once these have been cleared, we need to put down grass seed.

Action – I Richardson to arrange a working party and purchase grass seed.

List of questionnaire respondents was emailed to all Councillors

Playing field has been accepted as an Asset of Community Value and put on the register.

Suffolk Legal via SALC have quoted £500 approx. to register the Play Area with Land Registry. Agreed to accept this quote. Proposed by S Baldry and seconded by G Davison.

Action – W Brame to email SALC to accept quote for Suffolk Legal

Application to Viridor has been submitted, there were a few tweaks needed and it is currently with the grant assessors and we should hear shortly.

Action – Await Viridor grant outcome

Concern had been raised about access to the Play Area as access is restricted due to a car being parked at the entrance. Letter to be sent to the owner regarding this.

Action – Letter to be sent to owner of car parked at Play Area entrance

19.135.7 Neighbourhood Watch – There may have been some issues with the email address used for this.

Action – T Benjamin to check email account

19.135.8 Tree Warden – A Harvey has produced a map of all the trees with a TPO within the village and will email this to everyone.

Action – A Harvey to email TPO map

19.135.9 SALC –Local Council Administration Book has been ordered.

Most Councillors have read The Good Councillor Guide, will be used for reference as and when needed.

SALC AGM is on 26th November. Agreed that 2 people should attend.

Action – W Brame to order 2 tickets for AGM

The Chairperson course which T Benjamin had booked on was cancelled due to lack of attendees and has been rescheduled for January 2020.

19.136 GRASS CUTTING – Reply received from Church Conservation Trust which confirmed the church was shut and had ongoing repairs. No mention of any completion date.

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19.137 NEIGHBOURHOOD DEVELOPMENT PLAN – Project Plan has been emailed to all Councillors.

Everyone has read the Parish Plan previously emailed by G Davison.

Need to register the village under the Parish Plan

Action – W Brame to register Parish on MSDC website

Action – W Brame to email SALC to see if they can offer any advice or guidance on a Parish Plan

19.138 GDPR – Microsoft Office for the laptop has been purchased.

Councillor Code of Conduct Policy accepted. Proposed I Richardson and seconded S Baldry

19.139 CONTINUITY PLANNING – 2 hard drives purchased.

19.140 VILLAGE SIGN – Sign is currently being painted.

Action- I Richardson to put sign back up once painted

Need to check if village sign is on our asset register

Action – W Brame to check Asset Register

Discussed a gift for Esther who is painting the village sign. Agreed a gift voucher of £75. Proposed by G Davison and seconded by K Dawson

19.141 STREET LIGHTS – All have been fixed.

19.142 FINANCE – Public rights are currently being exercised and the AGAR is on our website

Actions from Audit are as follows:

Check with Zurich that the Council is covered under its legal insurance for Corporate Manslaughter and breaches of GDPR and DPA 18.

Action – W Brame to check we have this cover

The Council registration with ICO has lapsed and will need to be reviewed.

Action – W Brame has emailed ICO about our registration

T Benjamin sought advice and a pension letter was issued to the Parish Clerk.

Earl Stonham Recorder information is all up to date.

G Davison confirmed that she has ordered a Wreath for Remembrance Sunday.

W Brame has contacted Earl Stonham Parish Council regarding the cheque and is awaiting a reply.

Action – W Brame to await reply from Earl Stonham Parish Council re cheque

We had received an email from CAS regarding insurance and that they had a new insurance product to offer, we are already in a fixed term with Zurich but could leave without notice. As the deadline for renewal had passed all agreed to stay with Zurich and review in August 2020. (Email regarding the insurance was sent in mid-September and the deadline was 1st October 2019 and no meeting was held in that time)

Awaiting new insurance certificate and this can then go on the notice boards.

Signature.....

Action – W Brame to chase new insurance certificate

Online payments made for last months invoices including Stonham Baptist Chapel as they provided bank details.

Clerks Finance Report handed round for September.

Parish Clerk to register for online banking.

Action – W Brame to register for online banking

The following payments were agreed, and T Benjamin will process these as online payments:
W Brame (Book) £129.99; Suffolk Cloud (email) £36; MSDC (Playing Field) £2; HMRC (Tax) £136.83, SBBC (Room Hire) £32

There is a query with PGM invoice for grass cutting

Action – W Brame to email PGM to query

19.143 GRANTS/FUNDRAISING – Written quote received by charity and application made to D Cllr S Morley for locality funding towards cost of defibrillator.

Action – W Brame to await outcome of locality funding

19.144 ALLOTMENTS/WATER SUPPLY –Clarke & Simpson replied to say that they would allow a water supply along their land but only if it was above ground and also that they would be open to offers to purchase the Allotments. The Stonham Parva Allotmenters will deal with the water supply issue.

Action – W Brame to register allotments as Asset of Community Value

19.145 PLANNING – Still no outcome re Mobile home on land next to Magpie.

Action - W Brame to await reply from MSDC

Reply regarding Ranleigh/Wagtails has been received and they require more information.

Action- W Brame to email complainant with query raised by MSDC and then to forward on to MSDC

Report sent to MSDC regarding Car Wash signs and reply received with advice on signage and also that he could not see any outside of their boundary.

W Brame – to take photo of sign on Pains Hill and email to MSDC

Opposition letter sent for Planning Application DC/19/03807 for 4 houses to the East of Norwich Road was sent in.

Planning application DC/19/03981 is permitted development so no comments to be made.

Planning application DC/19/04458 for 16 holiday lodges at Magpie Public House. Discussed this and agreed to oppose. G Davison will write a letter and email to all to check.

Action – G Davison to write letter to oppose this Planning Development

Action- W Brame to email Planning once letter agreed

Planning Application DC/19/04684 for first floor balcony at Viewlands – agreed not to comment.

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19.146 MAGPIE PUBLIC HOUSE – Noise nuisance leaflet is on our website

19.147 BONFIRES – Complaint from Parishioner regarding bonfires being lit behind Lambeth Way garages which involves the burning of household waste including plastic.

Action – W Brame to write to all residents of Lambeth Way asking them to refrain from lighting bonfires which contain household waste etc

19.148 SUFFOLK GREEN ACCESS STRATEGY – consultation has ended.

19.149 OTHER ACTIONS – Bus shelter no longer wanted by allotment holders so will need removing. There may be someone in the village who would remove this for us.

Action – W Brame to speak to villager about bus shelter

19.150 CORRESPONDENCE – None village.

19.151 DATE OF NEXT MEETING – Monday 11th November

The Chairman thanked all for attending and closed the meeting at 9pm.

ISSUED

Signature.....