

RICKINGHALL PARISH COUNCIL

Minutes of the Meeting held Thursday, 3 October 2019
Main Hall, Rickinghall Village Hall

Present: Cllr Lesley Free
Cllr William Maskell
Cllr Sally Smith

Cllr Nick Free
Cllr Geoff Short

Parish Clerk – Leeann Jackson-Eve
4 Members of the public

7.30pm The Chairman welcomed those present and opened the meeting.

1. **Apologies for absence:** Cllrs Brown and Crossley-Holland.
2. **Casual Vacancies:** There were no applications.
3. **To confirm the minutes of the Meeting held on 5 September 2019:** The minutes of the meeting were agreed and signed.
4. **Magazine Input:** Cllr Short.
5. **Members Declarations of Interest and Dispensations:** None.
6. **Public Forum:** Two residents spoke regarding the current bus provision for students under 16. One had requested from Suffolk County Council an environmental assessment relating to the extra traffic generated by school transport policy changes this year. Many children were now being brought to school by their parents after the withdrawal of free school transport to what had been previously deemed their nearest school. One case involved a taxi for one child with special needs, with a sibling not qualifying under the new scheme. This required the parents to make the journey to school separately for the second child. The parents had contacted County Cllr Jessica Fleming for help and it had gone to appeal.

It was reported that the Vehicle Activated Sign was not working. The Clerk would investigate.

7. **Planning:**
 - 7.1 **Planning Applications:**
 - 7.1.1 **Jubilee House, The Street.** Ref. DC/19/03514. Planning Application. Erection of 1no detached dwelling and 2no semi-detached dwellings. Creation of vehicular access. This was essentially the same application as the approved permission for the site with a different layout and the removal of the carport. However, the application was badly put together, reusing documents from a failed application, and was therefore difficult to read. It was RESOLVED, with all agreed, to have no objection but to comment on the quality of the application.
 - 7.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:** None.
 - 7.2.1 **Inglenook Cottage, The Street.** Ref. DC/19/04456. Notification Of Works to Trees in a Conservation Area - Fell 3no. Ash trees and 3no. Hawthorn trees. The application showed works at a different site from the one indicated on the notification. Furthermore, it confirmed that it was a case relating to subsidence but did not provide the required technical reports. The PC felt that it was therefore unable to comment.
 - 7.3 **Notification of Planning Decisions by Mid Suffolk DC:**
 - 7.3.1 **Kenleen, Bury Road.** Ref. DC/19/03885. Householder Planning Application- Erection of annexe and attached garden store following demolition of existing outbuildings. Planning Permission GRANTED.
 - 7.3.2 **Jackamans Farm, Briar Lane.** Ref. DC/19/02783. Planning Application - Erection of garage and cartlodge to be used ancillary to residential barn conversion (following demolition of existing buildings). Planning Permission GRANTED.
 - 7.4 **Notification of Planning Appeals by Mid Suffolk DC:** None.

- 7.5 **Neighbourhood Plan:** The Neighbourhood Plan had been approved by the Cabinet on 7 October and the next step would be a YES/NO referendum held by Mid Suffolk District Council later in the year.
8. **Progress Reports:**
- 8.1 **Chairman:** None.
- 8.2 **Clerk:** None.
9. **Correspondence:**
- 9.1 **SCC:** The proposals for new council divisions and division boundaries for the County Council were noted. A briefing for parish/town councils would be held at Endeavour House, Ipswich at 18:30 on Thursday, 10 October.
- 9.2 **MSDC:** The PC noted the new annual five-year housing land supply position statement which demonstrated a 5.66-year supply.
- 9.3 **SALC:** It was noted that on 23 September 2018 new regulations on digital accessibility had come into effect requiring all local councils to make their websites and mobile apps accessible for users with a disability by 23 September 2020. The Clerk would review the website and make the necessary changes.
- 9.4 **SALC:** The PC noted the opportunity to provide feedback on the external audit regime.
- 9.5 **SALC:** The PC noted the consultation with members on SALC's review of its governance arrangements and constitution.
- 9.6 **Rickinghall Relief in Need:** It was RESOLVED, with all agreed, to appoint Cllr Smith as a new Trustee onto the local charity.
- 9.7 **E Deakin:** The PC noted the information about the recent Little Ouse Fayre held on 23/24 September in the fields between Botesdale, Rickinghall, Redgrave and Hinderclay. The organisers had responded to comments from residents about the events, both negative and positive, and the PC felt that more notification to the community and marshalling of attendees would improve the event in future.
- 9.8 **Resident:** The PC noted the suggestion that it should adopt the phone box at the corner of Fen Lane to be adapted for community use. It was agreed to investigate adoption and the possibility of installing a defibrillator in it. It was noted that 24-hour coverage was lacking at that end of the community as the health centre defibrillator was not available outside of opening hours. The Clerk would ask Botesdale PC if it would be willing to contribute to costs.
10. **General Items:**
- 10.1 **Review and Update of Council Documents:** The PC reviewed the documents and it was RESOLVED, with all agreed, to accept the new Standing Orders and Financial Regulations, copies of which would go on the website.
- 10.2 **Risk Assessment:** The PC RESOLVED, with all agreed, to adopt the recommendations in the updated Risk Assessment policy.
- 10.3 **Village Hall Skate Park:** The consultation with users had been successful and had led to some changes to the designs. Additional costs had been identified to remove the old equipment and for pre- and post-construction inspections. The total cost would be £46,000 excluding £9,000 VAT. It was noted that the VAT could be reclaimed after payment but that amount would need to be available from the budget initially. Indicative grants for the project were £10k from Awards4All, £10k from Sport England and £2k from Locality budgets. Funds were also likely to be available from MSDC, including the Community Infrastructure Levy Fund. An application for the CIL fund would be submitted before the end of the month.
- 10.4 **Remembrance Day Event:** Cllr Brown had agreed to represent Rickinghall PC.
- 10.5 **Meeting Dates 2020:** These were agreed as follows - 9 Jan; 6 Feb; 5 Mar; 2 Apr; 7 May; 11 Jun; 2 Jul; 6 Aug (Planning only); 3 Sep; 1 Oct; 12 Nov; 3 Dec. It was noted that three of the meetings would be held a week later than normal - January, June and November - and therefore would take place in the small meeting room.
- 10.6 **Sign Cleaning:** The County Council no longer had the budget to clean road signs and had confirmed that they would reimburse the cost of sign cleaning equipment from their Highways Community Self-Help fund. It was RESOLVED, with all agreed, to purchase the equipment at a cost of £200-300. T Gaddis had agreed to provide the service, charging at his normal rate.

11. **Finance:**
- 11.1 **Account Balance:** £43,769.92
- Income:** £12,319.99 MSDC ½ Council Tax Precept
- 11.2 **Accounts for Payment:**
- | | | |
|----------------------|----------|---------------------------------|
| Admin Payments | £ 982.29 | Not itemised due to GDPR |
| Street Sweeping etc. | £ 176.55 | St Clean/VAS/Paths Oct 19 |
| PKF Littlejohn LLP | £ 240.00 | External Audit Fees |
| MSDC | £ 79.00 | Dog/Litter Bins Additional Fees |
- Direct Debit:**
- | | | |
|-------------------|---------|------------------------------|
| Info Commissioner | £ 35.00 | Data Protection Registration |
|-------------------|---------|------------------------------|
- RESOLVED, with all agreed, to approve payment of the accounts above.
- 11.3 **Budget Report:** The PC noted the 2nd Quarter report and that the 2020-21 budget would be discussed in November.
- 11.4 **External Audit Report:** The report highlighted a typo in the accounting statement but was otherwise positive.
12. **Highways Issues:** Cllr N Free had received a reply from SCC to his report on the deficient surface redressing of Rectory Hill saying that it did not warrant action. He had followed this up with County Cllr Fleming.
13. **Welcome Pack:** 1 to Cllrs Free.
14. **Councillors' Reports:**
- **Local Transport:** There had been several reports recently of local buses arriving late. Cllr N Free would collate the information and send it to Simonds.
 - **Public Rights of Way:** Cllr N Free stated that he had reported several footpath issues including the overgrown pavement on Rectory Hill. It was noted that the fingerpost at the top of Rectory Hill was damaged.
 - **Village Hall:** Cllr L Free reported that the hire rates for the hall were going up but were still reasonable. The Farmers' Market was doing well.
15. **Matters to be brought to attention of the Council:** None.
16. **Next Meeting:** 7 November 2019

The Chairman closed the meeting at 9.45 pm.