

STONHAM PARVA PARISH COUNCIL MEETING HELD IN THE BAPTIST
CHAPEL SOCIAL ROOM ON TUESDAY 8th JANUARY 2019

PRESENT: Cllrs T Benjamin, I Richardson, A Harvey, K Dawson

2 Villagers

APOLOGIES : Cllrs S Baldry & J Dean, D Cllr Mrs Morley, C Cllr Matthew Hicks & M Bottomley

Public Forum: Parishioner reported that last summer when the landowner cut his hedging he left all the debris behind which caused a hazard. Also reported that the fallen tree near the play areas has still not been cleared.

ELECTION OF OFFICERS

Chairman T Benjamin acted in the role of Chairman for the meeting.

DECLARATIONS OF INTEREST - None

DISPENSATIONS - None

MINUTES OF THE PARISH COUNCIL MEETING 6th NOVEMBER 2018 AND 17TH DECEMBER 2018
- Minutes confirmed as correct - Proposed by K Dawson and seconded by A Harvey

REPORTS

Reports presented from C Cllr Hicks for December and January. No report from D Cllr Mrs Morley.

Key points from C Cllr M Hicks:

- Budget setting for Suffolk County Council has started for 2019/20
- Consultation has started on Sizewell C
- Entries for Great east Run have opened

Action – W Brame to email Democratic Services re D Cllr Morley as no replies received to emails and no reports received

Footpaths – No update on issue with footpath bridge reported on 23rd September 2018

Action – W Brame to chase update ready for March meeting

Some of the overgrown bramble along The Magpie boundary has now been trimmed.

The majority of the footpaths which run alongside the A140 through the village is overgrown and this in turn has reduced the width of the footpaths. This is particularly bad at the North and South end of the village.

Action – W Brame to email Highways and also include photographs

Website – Nothing to report

Cemetery – Some ashes have been interred and a cheque has been received.

Action – W Brame to email T Benjamin with list to then be put on website.

Signature.....

Play Area – Meeting with Sovereign scheduled for Weds 14th November did not go ahead. Will be rebooked.

Fallen tree (raised in Public Forum) needs to be dealt with

Action – I Richardson to speak to villager who previously offered to help with this regarding a date

Neighbourhood Watch – Emails from police being forwarded on. Allotment shed broken into but nothing stolen.

Tree Warden – Agreed that we need to know how to request a Tree Preservation Order.

Action – A Harvey to investigate procedure for TPO

GDPR – G Davison has researched laptops and has found some suitable ones, she will speak to her suppliers and then one will be purchased.

Action – G Davison to speak to suppliers and will email Parish Clerk so one can be purchased

G Davison is continuing with the Document Retention Policy.

Action – G Davison to write a document retention policy

SPEED SIGNS – Cllr Hicks has provisionally agreed a grant for speed signs but need to have permission in place before we can formally request the grant.

T Benjamin had sent request to SCC for speed signs and the only comment received so far is that at the north end of the village the speed sign will have to be on the opposite side of the road as there is a footpath there to better enable moving of equipment. Suffolk Highways will install posts and lead in time is 14 weeks.

All agreed device required (sign to show speed, words and smiley face) and T Benjamin will obtain quotes.

Action – T Benjamin to obtain quotes

Action – W Brame to apply for Locality Grant

GRASS CUTTING – I Richardson is still trying to sort issues with Vertas and their charging so contracts have not yet been emailed.

**Action – I Richardson to confirm details to Clerk once clarified with Vertas
W Brame to email Vertas and PMG regarding contracts**

VILLAGE SIGN – The village sign is showing signs of wear.

Action- I Richardson to clean and paint sign

NEIGHBOURHOOD DEVELOPMENT PLAN – Raised by G Davison who did not attend meeting, all agreed a neighbourhood development plan is required.

Action – T Benjamin to email G Davison to see if she wishes to oversee this.

Signature.....

FINANCE – Budget considered and approved for 2019/20. All agreed to keep precept the same as last year at £6565.

Action – W Brame to complete forms and send to MSDC

Cheques signed for Community Action Suffolk and Chapel Room Hire.

Bank form to change signatories completed.

Action – K Dawson and S Baldry to take form to bank with ID and proof of address.

PLANNING – Work behind The Magpie has now had an enforcement notice served.

Planning application DC/18/04858 (9 bungalows) – Email to oppose development sent to MSDC

Planning application DC/18/04576 has been approved.

AUDIT REPORT – all to be carried forward

Actions from the audit report:

Section 2 T Benjamin Standing to look at recommendations included in this section.

Section 3 S Baldy to look at a shared Google Drive to allow for separate data backup. M Bottomley to check with insurer on cover levels and if they are adequate. Also, to look at having a variance report.

Section 7 M Bottomley to pick up recommendation

Section 8 M Bottomley to cross reference asset list against insurance.

Section 12 T Benjamin to check website if compliant with transparency code.

Section 13 M Bottomley to show GDPR compliance in minutes

OTHER ACTIONS – W Brame will attend the Parish Clerk course on 23rd & 30th January 2019.

CORRESPONDENCE – None

ANY OTHER BUSINESS – Confirmed new meeting dates due to issue with room at Chapel; these are Tues 5th March, Tues 7th May and then back to 2nd Monday of the month – 8th July, 9th September and 11th November. A new list for the notice board is needed.

Action – W Brame to type new list for notice board

A mobile home has been sited on land next to The Magpie and it appears it is being lived in as there is often washing hung outside.

Action – W Brame to email planning

The Earl Stonham Recorder is delivered to some homes within the village and those people had to pay to receive it but no one has collected the money for a few years and no invoices have been received.

Action – W Brame to email Earl Stonham Recorder

DATE OF NEXT MEETING – Tuesday 5th March 2019

The Chairman thanked all for attending and closed the meeting at 9.05pm.

Signature.....