

Creeting St Peter Parish Council

MINUTES of the Meeting held at the Church Hall,
Creeting St Peter at 7.30pm on Monday, 20th March 2017

Present:

Cllr M Peacock (Chairman)
Cllr D Mason
Cllr S Lawson
Cllr R Hitt
Cllr M Valladares

In Attendance:

Mrs J Blackburn (Clerk)
District Councillor Keith Welham
One member of the public

Apologies:

County Cllr G Green
PCSO David Harvey

CSP109/16/17 PUBLIC FORUM

There was one member of the public present.

CSP110/16/17 APOLOGIES FOR ABSENCE

Apologies were received from County Cllr Green and the Police.

CSP111/16/17 DECLARATIONS OF INTEREST

No declarations were made.

CSP112/16/17 APPLICATIONS FOR DISPENSATION

None had been received.

CSP113/16/17 TO APPROVE THE MINUTES OF THE MEETING HELD ON 23rd JANUARY 2017

The minutes of the meeting held on 23rd January 2017 were approved as a true record and were duly signed by the Chair.

CSP114/16/17 POLICE REPORT

No representative was present and a report had not been received.

CSP115/16/17 DISTRICT COUNCILLOR REPORT

Cllr Welham's report had been circulated to Members before the meeting. Cllr Welham had nothing to add.

CSP116/16/17 COUNTY COUNCILLOR REPORT

Cllr Green was not present but he had submitted a report via email which contained the following points:-

- a) The application for 20 mph through the village was due to go to the Speed Panel on 22nd March. Cllr Green was Chair of the panel and whilst he would take part in the

discussions he would not be able to vote. The speed limit met two of the three criteria for a 20mph limit and the officer's recommendation was for the speed limit to be implemented; and

- b) Speeding on Mill Lane (Minute CSP117/16/17 refers) - if the Parish Council were looking for that to go forward evidence of serious accidents/injuries would be needed. There were different criteria to meet to lower a speed limit and those would be around areas such as significant developments, shops, schools and churches of which there were not, other than the church along that road. Therefore, the way forward would be information on the accidents which could be sought from the Police.

CSP117/16/17 CHESTNUT BARN (CLAMP FARM), MILL LANE

The resident of Chestnut Barn, Mr Aylott, was present and had sent an email to the Clerk prior to the meeting voicing his concerns over the speeding of vehicles along Mill Lane and past his property, on the sharp bend. He reported that incidents of speeding had increased and it had got to the stage of him fearing for his family that a vehicle was going to crash into his property if something was not done.

He confirmed he had already raised the issue with Suffolk County Council's Highways who had responded that "a technician had assessed the road and concluded that a 60mph speed limit was adequate for that road."

Mr Aylott had catalogued a number of incidents that had occurred over the past five years and he stated that during the last 6 months the number of cars speeding round the bend had dramatically increased, thus making him believe the road was being used as a race track.

It was AGREED: That the Clerk would find out the incident/accident statistics from the Police and/or the County Council's Road Safety Officer, Mike Motterham. That the Clerk would re-visit the plans for the Stowmarket Enterprise Park to ascertain if that section of Mill Lane would actually be cut off and therefore would not be used by vehicles in the future. That the Clerk would liaise with Suffolk Highways as to the potential issues with the speeding of vehicles on Mill Lane.

CSP118/16/17 CLERK'S REPORT

Police Connect - The Clerk reported that she had been made aware of the 'Police Connect' website and that registering with that kept her informed of local crimes. Anyone could register and she had included it in the next village Newsletter.

Printing – The Clerk sought the view of Members as to what printing needed to be done prior to meetings and what Members needed and expected to have in the way of paperwork.

It was AGREED: That the Clerk only needed to print copies of the Agenda as all reports would be emailed to Members beforehand.

Facebook / Twitter Communications – The Clerk sought the views of Members in relation to using/updating the Parish Council's Facebook and Twitter accounts. Cllr Valadares felt it was an excellent way to reach out to people within the Parish of Creeting St Peter but who did not live within the main village, an informative way of using social media to advertise the work of the Parish Council, events taking place throughout the year, power cuts and road closures in the area.

The Clerk advised Members that in using social media it was important that whoever would be updating the pages needed to go through the Chair to ensure all information being added was appropriate and in line with a Social Media Policy.

It was AGREED: That the Clerk looked into whether the Parish Council had a Social Media Policy in place and if not putting one together for Members to adopt/agree.
That Cllr Valladares would be the nominated person to keep the Council's Facebook and Twitter pages up to date and would have confirmation of the Chairman and Clerk before anything was added.

CSP119/16/17 FINANCE – AUTHORISATION OF PAYMENTS

The Parish Clerk reported on the Council's current financial position and movements since the last meeting. It was reported that the balance in the accounts on 20th March 2017 was £12,975.40. The Clerk reported the following payments be authorised:-

35.08	Jennie Blackburn	Clerk's Expenses (March)
68.55	Jennie Blackburn	Clerk's Expenses (February)
426.85	Suffolk County Council	Street Lighting
30.00	Suffolk Bat Group	Donation
90.00	Parochial Church Council	Hall Hire 2016-17
165.75	Jennie Blackburn	Clerk's Salary (March)
1.40	HMRC	PAYE (Tax)

The payment of £167.21 for the Clerk's Salary (February) was ratified.

The payment of £170.00 for the Parochial Church Council contributing to the tree maintenance of the Church yard was also agreed.

Payments totalling £1,154.84 were authorised. **Clerk to action.**

FINANCE – REVIEW THE FINANCIAL REGULATIONS

It was AGREED: That the Financial Regulations be adopted.

FINANCE – REVIEW OF STANDING ORDERS

It was AGREED: That the Standing Orders be adopted.

CSP120/16/17 REVIEW OF INTERNAL AUDIT CONTROL AND RISK MANAGEMENT ARRANGEMENTS

It was AGREED: That the Internal Audit Control and Risk Management Arrangements were reviewed and approved.

APPOINTMENT OF INTERNAL AUDITOR

It was AGREED: That the Suffolk Association of Local Councils (SALC) be appointed to provide an independent and competent internal audit service to the Parish Council. Clerk to action. It was also noted that BDO would again be the External Auditor.

CSP121/16/17 TELEPHONE BOX

The Clerk updated Members of the progress of housing a Defibrillator inside the telephone box. She reported that she had liaised with Martin Render of the Community Heartbeat Trust (CHT) who had provided the relevant forms for making an application to the National Lottery for funding. He had confirmed that the telephone box had to first be adopted and that the CHT could do that on the Parish Council's behalf. The Clerk would need to complete a form for that also. Once the completed forms had been submitted Mr Render estimated that it would take 90 days for the adoption of the box and for the funding to be approved.

CSP122/16/17 NOTICEBOARD

Cllr Peacock sought the views of Members in relation to a new noticeboard and the location of that noticeboard. She felt that the current noticeboard was in a poor state and its location, being on a raised grass verge made it difficult for people to get close enough to read the notices. A brief discussion took place where Cllr Mason stated that a way forward would be to lower the board to ground level and place it on the verge next to the telephone box where the defibrillator was to be housed. A concrete plinth could be installed to put the Noticeboard on making it more accessible.

Cllr Mason also reminded Members that in the past discussions had taken place on installing a Noticeboard in the Church Hall.

It was AGREED: That Cllr Mason look into the cost of Noticeboards.
That Cllr Mason speak with the Parochial Church Council about a Noticeboard inside the Church Hall.
That the Clerk liaise with the County Councillor over funding for new Noticeboards.

CSP123/16/17 CATCHMENT AREA

Cllr Peacock read out a reply that she had received from Cllr Gordon Jones, Cabinet Member for Children's Skills, Education and Skills, which made the following points:-

- The proximity of Creting St Peter to the Freemans and Creting St Mary Primary Schools;
- The population of the area;
- The over-subscription of the schools; and
- The costs involved of home to school transport.

Cllr Jones stated that due to the points above he would not be in a position to change the catchment area for Creting St Peter.

It was AGREED: That the Clerk circulate the letter to Members.
That Members send their comments to Cllr Peacock who in turn would reply to Cllr Jones in a final attempt to reverse his decision.

CSP124/16/17 NEIGHBOURHOOD PLAN

Following a brief discussion:-

It was AGREED: That the Parish Council would not pursue a Neighbourhood Plan.

CSP125/16/17 NEIGHBOURHOOD WATCH

Cllr Mason informed Members that there was someone in the village who had expressed an interest in becoming the village's Neighbourhood Watch Co-ordinator.

It was AGREED: That Cllr Mason invite that person to a future meeting of the Parish Council.

CSP126/16/17 PLANNING APPLICATIONS / DECISIONS

No Planning Applications or Decisions had been received.

CSP127/16/17 PLAY AREA

Cllr Mason gave the Clerk an inspection sheet of a recent inspection he had made at the Play Area. Whilst generally everything was in good order, Cllr Mason stated that there were missing Pidgeon Spikes on top of the swing. He also reported that there had been regular dog fouling of the site, a problem which was getting out of hand as mess had been found amongst the grass and also amongst the bark around the play equipment.

Cllr Mason also reported that the nettles along the side of the play area needed to be removed and discussions had taken place with the Tree Warden, Virginia Taylor, to sow wild flower seeds. That would improve the area and stop the nettles from growing there. Virginia said she would look into that.

The apple tree to be planted on the site had now been bought and the plaque in memory of Keith Sheldrake would be arranged.

Cllr Valladares reported that there were currently two 'Playground' signs, one of which was faded and needed to be removed.

It was AGREED: That the Clerk purchase some Pidgeon Spikes and arrange for them to be fitted.
 That the Clerk arrange quotes for bark chippings around the base of the see-saw.
 That the Clerk liaise with Highways to remove the faded sign.

CSP128/16/17 FEN ALDER CARR NATURE RESERVE

Cllr Peacock informed Members that following a meeting with the village's Tree Warden, Virginia Taylor, and other interested parties a sub-committee group had been formed. The sub-committee would initiative Working Groups to help maintain some of the village's wildlife areas, such as the aforementioned Play Area and also The Nature Reserve. Virginia Taylor would look into funding to replace the Boardwalk with a bund and bark chippings, which would result in less maintenance. The next meeting of the Sub-Committee would be taking place on 20th April. Information on how to become a volunteer with the Working Groups would be in the next issue of the Newsletter.

Cllr Mason reported that the residents at 'Avondales' adjacent to the Nature Reserve had expressed an interest in becoming Gatekeepers, as they had often observed anti-social behaviour on the site. Members discussed the way forward with that.

It was AGREED: That Cllr Mason confirm with the residents of 'Avondales' that they would be happy to be Gatekeepers and if they were then the gates of the Nature Reserve be locked from 7pm until 7am.
 That the Clerk make signs to indicate the opening times of the Nature Reserve.

CSP129/16/17 CONTRIBUTIONS TOWARDS THE NEW SHED AT THE CHURCH HALL

It was noted that County Cllr Green had offered funds towards the new shed at the Church Hall.

Cllr Peacock reported that the Parochial Church Council (PCC) had approached her in relation to any contributions towards the tree maintenance of the church yard. An invoice had been received by the PCC to the value of £340.

It was AGREED: That the Parish Council contribute £170 towards the cost of the tree maintenance of the church yard and that the money would be used from the Lottery Village Fund. **Clerk to action.**

CSP130/16/17 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL

- a) Cllr Mason stated that the caravan at No. 8 Peterhouses had been in situ for 13 years. It had gone rusty and was sitting on Highways land. Neighbours had expressed their annoyance of the caravan. This would be put onto the next Agenda.
- b) Cllr Mason stated that the new residents of No. 7 Peterhouses, a local authority property, had been moved into the property. In all the family owned four cars all of which were parked within the area due to there being no parking at the property itself, making the area congested, especially on the bend of the road. This would be put onto the next Agenda.
- c) Cllr Lawson reported many potholes along Pound Road. **Clerk to action.**

CSP131/16/17 DATE OF NEXT MEETING

The date of the next meeting was confirmed as Monday, 15th May 2017 at 7.30pm.

Meeting closed at 9.45pm.

Chairman Date