

Minutes of a meeting of the Debenham Parish Council held on Monday, 16th December 2013 at 7:30 at Dove Cottage, Debenham.

Present: Cllr R Blackwell (Chairman), Cllr S Palframan (Vice-chair), Cllr J Baldwin, Cllr S Phipps, Cllr R Bowers-Brown, Cllr J Abbott, Cllr L Cockerton, Mrs D Bedwell (Clerk) and two members of the public.

1. **Apologies for absence:** Apologies had been received from Cllrs G Helm, D Hughes, H Galley, County Cllr M Hicks and District Cllr K Guthrie.
2. **Declarations of interest with regard to items on the agenda and additions to register:** Cllr L Cockerton declared a non-pecuniary interest on item 9.
3. **Reports**
 1. Police Report: Report had been circulated to all members.
 2. District Councillor's report: Report had been circulated to all members.
 3. County Councillor's report: Report had been circulated to all members.
4. **Suspension of standing orders:** *Meeting open for 5 minutes to allow members of the public to speak*

Meeting open

No comments received from the public.

5. **To approve Minutes of the meeting held 18 November 2013: It was resolved to approve the minutes as a true record of the meeting held.**
6. **Finance**
 - (i) Accounts for payment and confirmation of bank reconciliation to 03 December 2013: **It was resolved to approve the accounts for payment.** Clerk to investigate small discrepancy in one of the bank reconciliations (PC Current account).

Payments:

1. Clerk salary December 2013	£1045.25
2. HMRC tax and NI for December 2013	£485.78
3. Clerk's expenses (November/December 2013)	£72.85
4. Startafresh charges (November 2013)	£613.00
5. Itgen- website editor (December 2013)	£100.00
6. Mr R Giffin (11.11.13 to 10.12.13)	£330.00
7. Mr M Sillett (11.11.13 to 13.12.13)	£717.71
8. Mr M Sillett annual pest control costs	£451.90
9. Mrs G Sillett (13.11.13 to 11.12.13)	£243.75
10. RBS annual maintenance/service charge	£128.40
11. Npower supply to wc's (02.09.13 to 26.11.13)	£52.25
12. Salc cemetery management training	£96.00
13. Cambridge Asbestos Removal (allotments)	£132.00
14. Worlingworth Parish council (Councillor training)	£50.00
15. Howard Horological Ltd (advance payment of one half)	£1825.00
16. Royal British Legion- wreath	£50.00

17. Return of deposit to former tenant of plot 12A2	£20.00
18. Playsafety Inspection	£120.00
19. Mr Barry Woods-payment of Survey Monkey	£199.00

Woodland receipts:

1. Forestry Commission grant	£906.00
2. Forestry Commission grant	£366.00
3. Bank interest	£1.93

Receipts:

4. Bank interest	£17.25
5. Plot 11C (withheld)	£19.72
6. Plot 5C	£19.72
7. Internment Mrs K Johnson	£530.00
8. DPCC contribution towards advanced payment to Howard Horological	£1825.00

(ii) To consider street light report from Suffolk County Council: Before any further consideration could be made, **it was agreed that the Street Light Working Group should carry out a street light survey** in preparation for the next FAWG meeting (13 January 2014).

(iii) To consider and approve budget for 2014/2015: **It was resolved to approve the budget for 2014/2015.**

(iv) To consider and approve precept proposals for 2014/2015: Deferred to the next meeting.

7. Planning matters

1. Applications received for recommendation to MSDC:

- (i) 3371/13 22 Great Back Lane- Fell Acacia (T1): **It was resolved to recommend the approval of this planning application.**
- (ii) 3015/13 69-75 Gracechurch Street- Engineering operations and works to provide car parking spaces: **It was resolved to recommend the approval of this planning application.**
- (iii) 3303/13 1 High Street- Installation of an internal biomass boiler and external flue pipe: **It was resolved to recommend the approval of this planning application.**
- (iv) 3390/13 40 High Street- Erection of garden room on rear elevation: **It was resolved to recommend the approval of this planning application.**
- (v) 3391/13 40 High Street- Erection of garden room on rear elevation- application for listed building consent: **It was resolved to recommend the approval of this planning application.**
- (vi) 3285/13 Land adjacent to Village End, Little London Hill- Erection of detached dwelling and detached double garage. Creation of vehicular access (revised scheme to that previously permitted under reference no 1638/13: Due to the design and layout of the development, the impact on the traffic and the loss of residential amenity, **it was resolved that the**

comments previously sent should be re-iterated and the refusal of this planning application be recommended.

- (vii) 3407/13 38 High Street- Erection of rear conservatory (following demolition of existing single storey extension and conservatory). Erection of close boarded fence. Removal of render to south elevation and re-render with lime render. Insertion of new openings to north elevation. Repair front steps. Repairs to timber frame. Replacement of 5 no windows. Internal alterations as per submitted schedule of works- Application for listed building consent: **It was resolved to recommend the approval of this planning application.**
- (viii) 3406/13 38 High Street – Erection of rear conservatory (following demolition of existing single storey extension and conservatory): **It was resolved to recommend the approval of this planning application.**
- (ix) 3459/13 70 High Street- 2 x Cypress tree- fell to solve light issue: **It was resolved to recommend the approval of this planning application.**

2. To note Approvals/Refusals:

- (i) 3056/13 1 White Hall Cottages- Erection of first floor extension above ground floor extension- PPG
- (ii) 2315/13 4 Chancery Lane- Render upper section of gable end- **PPG**

3. Planning Correspondence

- (i) 1543/13 Land at 51 Chancery Lane- Construction of parking area to be used in conjunction with Primary School- reported to Planning Committee
- (ii) 1541/13 51 Chancery Lane- Erection of 4 no. 2 storeys detached dwellings and garages and construction of new vehicular access- reported to Planning Committee.

8. Clerk's action list: The Clerk's action list had been circulated and was updated.

9. To consider the adoption of the St Mary's Church clock and agree it's insertion on the PC's asset register (£1 nominal value)-completion of unfinished business from previous meeting: **It was resolved to adopt the St Mary's Church clock and insert it in the PC's Asset Register at a nominal value of £1.**

10. Suspension of Standing Orders

Meeting open to the Public for 5 minutes

The owner of the Debenham Veterinary Surgery informed members that the practise would open it's doors on January 2nd 2014, that it had ample parking and that it would be open twenty four hours a day. An appeal was made to residents to use the facility in order to make it a financially viable and successful venture, for the benefit of Debenham and neighbouring parishes.

11. To note correspondence including:

- 1. Letter from Open Spaces re Sir Robert Hunter- circulated.

2. Letter from resident re pine trees in Cemetery Lane- filed by Clerk
3. The Local Councillor magazine- circulated
4. Between 12.11.13 and 10.12.13 sixteen e-mails from local residents and two hundred and seventy one from local bodies, i.e. MSDC, SCC, DVH&PFT, DALG and Project D, among others were received. These figures do not include e-mails between members and the Clerk.

12. Reports from Councillors on matters not itemised on agenda/to be included in next Agenda:

Cllr Bowers-Brown gave feedback on the recently attended Cemetery Management Course. Cllr J Abbot reported that a letter of intent for funding of £10,000 had been received by the Debenham Swimming Project and a new funding application had been submitted to Sports England. The total funding raised so far was £110,000.

It was reported that the number of moles in the Cemetery and Recreation Ground Play area was still on the increase. **It was resolved that the Clerk, under the emergency power of expenditure, would instruct Mr M Sillett to start pest control.**

The Clerk was asked to ask Cllr D Hughes if he would be able to help with moving the grit bin currently at the Cherry Tree green to Deben Rise, following requests from residents.

It was also noted that the grit bin in Wells Way was yet to be replenished. Clerk to chase with SCC. Cllr R Blackwell reported that the Library Working Group had prepared a business plan in readiness for the move to the primary school and that, pending approval, the move could take place in April 2014.

13. Chair's urgent business: any items not on this agenda but of such urgency as to merit, in the Chair's opinion, immediate action: Cllr R Blackwell reminded members that a date needed to be agreed to take down the Christmas trees. **It was agreed that this would take place on January 5th at 10:00am.** It was suggested that a new cement base would be needed for next year and that new baubles would need to be purchased.

14. Date of next meeting: January 20st 2014 (Ordinary).

With no further matters to be transacted, the meeting ended at 9:15pm.

Signed: _____ Date: _____