

Minutes of a meeting of the Debenham Parish Council held on Monday, 18th July 2016 at 7:30 at Dove Cottage, Debenham.

Present: Cllr S Palframan (Chairman), Cllr F Winrow-Giffin (Vice-Chairman), Cllr R Blackwell, Cllr L Cockerton, Cllr A Cushion, Cllr J Baldwin, Cllr M Loveridge, Cllr J Feeney-Howells, Cllr E Bowman, Cllr A Jones, Mrs D Bedwell (Clerk), District Cllr K Guthrie and no members of the public.

1. Apologies for absence: Apologies had been received (and approved) from Cllrs S Phipps, G Helm and K Murray. Apologies had also been received from County Cllr M Hicks.

2. Declarations of interest with regard to items on the agenda and additions to register: Cllr F Winrow-Giffin declared a pecuniary interest in matters pertaining to grass cutting; Cllr J Baldwin declared a non-pecuniary interest on items 7.1.2 and 14 and a pecuniary interest on any matters pertaining to her allotment plot.

3. Reports

3.1 District Councillor's report: District Cllr K Guthrie presented a report to members, which included the recent notification of the outline planning proposals for the land between The Butts and Little London Hill for 34 new dwellings. It was agreed by members that Cllr S Palframan would approach the developers, Park Homes, with a view to organising a site meeting and an extraordinary meeting of the parish council would be arranged for Monday 1st August 2016 at 7.30pm. Venue to be agreed.

3.2 County Councillor's report: A report had been circulated to members ahead of the meeting.

4. Suspension of standing orders: *Meeting open for 5 minutes to allow members of the public to speak* - Meeting open: There were no members of the public present.

5. To approve Minutes of the meeting held June 20th 2016: Subject to a minor amendment, it was resolved to approve the minutes as a true record of the meeting held. A number of items were noted, for future reference, as follows:

- Cllr L Cockerton would be sending members a detailed breakdown of the charitable payments made from the Queen's 90th Birthday event profit
- Item 5.2 deferred to the next meeting
- Cllr J Feeney-Howells to be added to the list of cheque signatories
- Cllr R Blackwell requested the bank details in order to set up direct debit payments for the NEST pension payment scheme provider, for the payment of payment contributions from August onwards, which was agreed by members

6. Finance

6.1 To receive and approve the first quarter accounts: Deferred, pending receipt of detailed Q90th transactions.

6.2 To note notes of FAWG meeting held 11 July 2016 and consider recommendations made: The meeting notes were noted and it was also resolved to approve the recommendations made.

6.3 To approve accounts for payment: It was resolved to approve the accounts for payment, as

follows:

Payments PC:

6.3.1 Clerk salary July 2016	£1,256.03
6.3.2 HMRC tax and NI for July 2016	£311.50
6.3.3 Startafresh charges (June 2016)	£654.00
6.3.4 Itgen- website editor	£122.00
6.3.5 M Sillett (street warden 20.06.16 to 15.07.16)	£439.60*
6.3.6 G Sillett (street warden 20.06.16 to 14.07.16)	£407.70*
6.3.7 M Sillet (pest control)	£90.00
6.3.8 R Giffin (06.06.16 to 03.07.16)	£1,533.00
6.3.9 P Mason (St Mary's Church Clock Winding Sept 2015 to March 2016)	£250.00
6.3.10 DPCC (venue hire 01.04.2016 to 30.06.2016)	£181.25

* Cllr L Cockerton asked that details pertaining to the dates were included on the minutes but as the invoices were not available at the meeting, this was not possible at the time.

6.4 To consider application for funding from the Debenham High School for a new bus, following on from meeting held with the Friends of the School: A meeting had been held between members of the Parish Council and School representatives. However, a number of questions still remained, therefore the Parish Council agreed that on this occasion funding would not be forthcoming but could possibly be considered at a future date.

7. Planning matters

7.1 Applications received for recommendation to MSDC:

7.1.1 2686/16 44 Low Road- Erection of a two storey side and rear extension: *Cllr J Baldwin declared a non-pecuniary interest.* It was resolved to recommend the approval of this planning application.

7.1.2 2608/1610 High Street- Works associated with conversion of former Post office to retail butchers (listed building consent): *Cllr A Jones declared a non-pecuniary interest.* It was resolved to recommend the approval of this planning application

7.1.3 2643/16 17 Gracechurch Street- 1) fell to ground level mature multi stem Ash tree in centre of garden 2) Lift lower limbs of Scots pine 3) coppice Green Gage 5) reduce and shape Bay tree: It was resolved to recommend the approval of this planning application.

7.2 To note Approvals/Refusals:

7.2.1 1970/16 68 Gardeners Road- Erection of a two storey rear extension- Planning permission granted.

7.3 Planning Correspondence: There had been no further planning correspondence.

8. Clerk's action list: The Clerk's action list was updated by members.

9. Committees and working groups' reports:

9.1 Queen's 90th Birthday Working Group- final update: Bunting would be taken down in the following days and Cllr L Cockerton would update the accounts pertaining to the event for circulation before the next pc meeting.

9.2 Neighbourhood Planning Committee: A further meeting had been held to look at the landscape character assessments. Draft policies were also being prepared and would be circulated to members ahead of the next pc meeting.

9.3 Website- including the appointment of a liaison councillor: Deferred to the next meeting.

9.4 Trees and Greens: Cllr E Bowman reported that some of the street signs needed to be cleaned and would send the Clerk a detailed list so this matter could be addressed; The Clerk was also asked to report that maintenance was needed on the river banks in Water Lane; It was also reported that the space between the two recently repaired pot holes on Low Road needed some attention and should be reported to SCC Highways.

9.5 Street Furniture/Public Lavatories: The increase in electricity costs had been investigated by the clerk and a refund of over £500 had been received by the Council. However, there appeared to be an increase in water payments which was not commensurate with the actual usage or in line with previous years. Clerk to make the necessary enquiries.

9.6 Highways:

9.6.1 To receive communications from residents and agree date for meeting: The Clerk had received a number of communication from a local resident expressing concern about the recent planning permission granted to Aspell Cider. However, the Parish Council was of the view that as the planning process had been finalised, there was no more that could be done at this stage, particularly because the Debenham Parish Council had not even been deemed to be a consultee in the planning process.

9.6.2 To discuss initial thoughts about highway verge/footpath maintenance: Following a brief discussion, it was agreed that this matter would not be considered for the time being.

9.7 Debenham Library Project: The new library had opened to the public on June 19th and so far things were going well.

9.8 Woodland: The Orchard Project proposals had not been considered by council for some time, therefore the Clerk was asked to add it to the next agenda, as well as the lease documents consideration. The Clerk was also asked to retrieve the parish council's shed key.

10. Suspension of Standing Orders - Meeting open to the Public for 5 minutes: There were no members of the public present.

11. To note correspondence including: All correspondence had been circulated to members ahead of the meeting or had been included on the agenda for consideration.

12. Chair's urgent business: any items not on this agenda but of such urgency as to merit, in the Chair's opinion, immediate action: there was no chair's urgent business but members wished to report a number of items, in the absence of an agenda item for Cllr reports, as follows:

- The Clerk was asked to purchase the land registry documents for the area where there was an issue with an overgrown tree in Low Road.
- The leaning wall near Church Cottages was discussed, as quotes had been received for the necessary works, which included wall repairs and a French drain. However, it was agreed that further quotes would be needed and that a detailed specification would also be needed. Cllr R Blackwell agreed to meet with Mr C Bishop in order to progress this matter and the Clerk

was asked to add it to the next agenda.

- The bus seat (near entrance to Water Road) was again mentioned and it was agreed that the Clerk would seek a quote from a local contractor for the sanding and re-varnishing of the said seat.
- Cllr M Loveridge reported that he and Mrs J Walton had recently approached the two local schools in their efforts to instil a more litter/waste aware ethic in the village.
- Cllr F Winrow-Giffin reminded members that training was soon to be organised by the Clerk for all councillors.

13. Date of next meeting: August 15th (Ordinary PC meeting). At this point, it was also agreed that a meeting to discuss the outline planning application for 34 dwellings on the land between The Butts and Little London Hill should be booked for August 1st. Clerk to make the necessary arrangements.

Temporary exclusion of press and public: *That pursuant to the Public Bodies (Admission at meetings) Act 1960 the Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed*

14. Youth Provision- Skatepark- To receive update and agree any actions: A brief report was received from Cllr R Blackwell.

With no further matters to be transacted, the meeting ended at 9.40pm.

Signed: _____ Date: _____