

**Minutes of a meeting of the Debenham Parish Council held on Monday, 20<sup>th</sup> February 2017 at 7:30 at Dove Cottage, Debenham.**

**Present:** Cllr S Palframan (Chairman), Cllr F Winrow-Giffin (Vice-chair), Cllr R Blackwell, Cllr A Cushion, Cllr S Phipps, Cllr J Baldwin, Cllr E Bowman, Mrs D Bedwell (Clerk), District Cllr K Guthrie and four members of the public.

1. **Apologies for absence:** Apologies had been received (and approved) from Cllr G Helm, M Loveridge, K Murray, L Cockerton, A Jones and J Feeney-Howells.
2. **Declarations of interest with regard to items on the agenda and additions to register:** Cllr F Winrow-Giffin declared a pecuniary interest on grass cutting contract matters; Cllr J Baldwin declared a pecuniary interest on her allotment plot and non-pecuniary on skatepark matters. Cllr A Cushion declared a pecuniary interest on accounts for payment item 10.

**3. Reports**

3.1 District Councillor's report: A report had been circulated to members ahead of the meeting and was updated verbally by District Cllr K Guthrie.

3.2 County Councillor's report: A report had been received and would be circulated to members in due course. Cllr R Blackwell raised a number of issues pertaining to Highways and recent road works, which he recommended were sent to SCC Highways for a response, namely:

- 1- The recent road closure had been planned for nine days, however this had been increased to 15 days and later on to 19 days. How could the timings have been so wrong?
- 2- Penalties were imposed on contractors who did not fulfil their brief and it was suggested that the funds resulting from such a penalty should be awarded to the Parish Council as it had been the parishioners who had suffered the consequences.
- 3- Why was the whole road closed when one side was passable? This measure would be understandable during the day but not at night.

County Cllr M Hicks arrived at the meeting later on and gave members a verbal report. Cllr Hicks had highlighted the success of MyGo and that it had become a flagship model for the rest of the country. However, Cllr J Baldwin disagreed with this view and asked how the success of the venture was assessed. Cllr J Baldwin had been extremely disappointed with the service that she had experienced firsthand. Cllr Hicks asked Cllr J Baldwin to forward further details so he could look into this matter.

Cllr E Bowman also raised concerns about the provision of social care and Cllr Hicks explained the circumstances that had led to the current position: There weren't enough services available and the loss of the "midway house" had led to further problems, in addition to the considerable disconnection between the NHS, local councils and the needs of people.

Cllr S Phipps asked if the Sizewell facility campus would remain as housing once the facility was built, to which the reply was negative as it was going to be just a temporary campus.

4. **Suspension of standing orders: Meeting open for 5 minutes to allow members of the public to speak: Meeting open:** Three members of the public expressed their views and concerns about planning application no 0030/17 Land bounded by Derry Brook Lane and Little London Hill and one other member about application no. 0214/17 73 High Street.

- 5. To approve the following minutes:** Ordinary meeting held 16<sup>th</sup> January 2017: It was resolved to approve the minutes as a true record of the meeting held.
- 6. Finance:** To consider and approve accounts for payment and note bank balances: *Cllr A Cushion declared a pecuniary interest on account payable no. 10.* It was resolved to approve the accounts for payment and receipts were noted. The bank balances were as follows: PC current account £10,555.98, PC deposit account £150,609.01, Woodland current account £648.81 and Woodland deposit account £16,893.98.

**Payments PC:**

1. Clerk salary February 2017	£1,115.84
2. HMRC tax and NI for February 2017	£443.95
3. Nest (Clerk's pension-direct debit)	£17.52
4. Clerk's expenses (January and February mileage, Bt, postage, subsistence)	£261.68
5. Startafresh charges (January 2017)	£654.00
6. Itgen- website editor	£100.00
7. G Sillett (17.01.17 to 17.02.17)	£475.34
8. M Sillett (16.01.17 to 17.01.17)	£451.38
9. Anglian Water (public conveniences)	£2,415.02*
10. Cllr A Cushion (purchase of Powerpoint for History Project)	£109.99
11. Glasdon (new bin and grit bin)	£561.75
12. ICO annual membership	£35.00
13. Community Action Suffolk annual membership	£36.00
14. N Power D/D (supply to Public conveniences 02.09.16 to 26.11.16)	£42.09
15. Mr N Moyce (installation of bin Henniker Rd/Gracechurch St)	£146.16
• May be refunded once issue with underground pipes is resolved but needs to be paid otherwise service will be cut.	
16. Woodland: Durie Partners (hedge trimming)	£504.00

**Receipts:**

1. Plot 35 rent	£29.40
2. Plot 21 rent	£14.64
3. Internment V Sobrino	£120.00
4. Internment A Abbott	£120.00
5. Further payment for additional inscription received but incorrect, so return for correction	

**7. Administration:**

- 7.1 Communications processes within the parish council- to receive update: Deferred. A question was asked as to whether the new Voip system automatically recorded all messages and whether any pc member would have access to those, to which the reply was negative. The concern had been raised due to Data Protection issues.

**8. Planning matters**

- 8.1 Applications received for recommendation to MSDC

- 8.1.1 5027/16 20 Henniker Road- Erection of single storey front extension to be in line with existing porch, including re-location of front door to side extension. Erection of rear single storey extension. Creation of new hard standing parking area: It was resolved to recommend the approval of this planning application.
- 8.1.2 0214/17 73 High Street- Proposed change of use from Class A1 (Retail) to mixed use A1 (Retail) and furniture restoration/packaging: It was resolved to recommend the refusal of this planning application.
- 8.1.3 0464/17 Hill Top Barn, Aspsall Road- Retention of outbuilding: It was resolved to recommend the approval of this planning application.
- 8.1.4 0030/17 Land bounded by Derry Brook Lane and Little London Hill- Outline planning permission sought for the erection of 34 dwellings. Formation of vehicular access to Little London Hill: *Cllr F Winrow-Giffin declared a non-pecuniary interest on this item.* It was resolved to recommend the refusal of this planning application. The main issues raised against the proposed development included vehicular access, traffic increase, parking, proximity to primary school, inability by the developer to present a solution to the wildlife issues raised, lack of infrastructure (doctors, schools) and high flood risk.

A query was raised that the developer had originally applied for six dwellings on this site but that apparently MSDC planning had recommended a higher number of dwellings (up to 34 in fact). Members queried whether this was true or not.

Cllr S Palframan added that through the Neighbourhood Planning process, the need for additional housing had been considered and MSDC had identified three sites which were bigger and would have a bigger yield of dwellings. He added that members and residents' local knowledge was important and that members must represent their parishioners. However, the local authority would be best placed with the appropriate specialised knowledge and resources to make an informed decision. Cllr S Palframan also stated that he wished to abstain from the voting process at this point.

Cllr J Baldwin proposed not supporting this planning application and a written vote was requested.

**For:** Cllr J Baldwin, Cllr E Bowman, Cllr S Phipps and Cllr F Winrow-Giffin.

**Against:** Cllr A Cushion.

**Abstentions:** Cllr S Palframan and Cllr R Blackwell.

Motion carried.

## 8.2 To note Approvals/Refusals:

- 8.2.1 4147/16 11 Bloomfield Way- Erection of single storey rear extension and conversion of the garages into living accommodation- Planning Permission Granted.

## 8.3 Planning Correspondence: There was no further planning correspondence.

## 9. Clerk's action list: The Clerk's action list had been circulated ahead of the meeting and was updated by members.

## 10. Committees and working groups' reports: To consider any actions needed

- 10.1 Allotments: A brief report was received from Cllr S Phipps. The Clerk was asked to instruct an alternative plumber to carry out the "lagging" of the allotment taps.

10.2 Website: A report had been circulated to members ahead of the meeting. It was reported that some minutes were missing from the website-clerk to send updates to website editor. It was also noted that the village noticeboard would benefit from being updated. Current responsible councillor to be asked if they wished to continue with the role, if not replacement to be found.

10.3 Play areas: A number of issues pertaining to the playareas were raised, namely:

- There had been a report of broken glass at the Recreation Ground-Cllr F Winrow-Giffin would check but during school holidays/weekends this could happen soon after the litter warden had finished clearing the area so would just need to be monitored in future.
- A resident had asked if dogs were permitted in the playareas, which they were not. Dogs were not permitted beyond the gates at the Recreation Ground and there were signs there to the effect.
- The parking lines at the Recreation Ground car park needed to be re-painted. A quote had been requested some two years previously but not been considered-to be added to the next agenda.
- A number of access gates had been introduced in the rear boundaries of properties in Aspull Road and a suggestion was made that a letter was sent to all the relevant properties informing residents of the legalities pertaining to their boundaries with parish council owned land.
- Cllr S Phipps stated that a hedge had been cut down at the Recreation Ground some time ago and that this should be re-instated.

10.4 Skatepark: The Clerk had approached a number of neighbouring parishes with regards to the possibility of selling the existing ramps but as the skatepark projects in these parishes were still in the very early stages, it could be some time before any decision was made.

10.5 Trees and Greens: A brief report was received from Cllr S Phipps. The new tree which was due to be planted in Cross Green was ready to be planted; Someone had been gathering cobbles in Cross Green which would need to be removed from site as they could be used as possible projectiles; The tree officer had advised Cllr S Phipps to plant an alternative tree next to the Salix Contorta in Aspull Road which was dying; The tree officer had also advised the council to continue planting more trees on Aspull Road, as there used to be trees there before; Cllr S Phipps also recommended using strategic planting of trees instead of bollards to combat inconsiderate parking.

Cllr S Palframan asked Cllr S Phipps to prepare a report with all his recommendations for consideration at the next meeting.

10.6 Street Furniture/Public Lavatories: No matters to report.

10.7 Highways, including report on yellow lines as requested by Cllr F Winrow-Giffins: Cllr R Blackwell reported that the end of the path and verge on Aspull Road, on the turning to the primary school, had been damaged and could jeopardise the integrity of the footpath. Clerk to report to Highways.

Cllr F Winrow-Giffin reported on parking issues in Dove Close and comments from a resident who had offered to re-surface a parking area as a possible solution. This suggestion had been put to SCC Highways at the time but had not been approved or considered due to the excessive cost implications. Due to liability and safety, SCC Highways would not have permitted a third party to carry out such works. However, the Clerk was asked to include this item on the agenda, as she had

also received communication from a second resident who had approached the council some time ago in an attempt to address this matter.

10.8 Woodland: A brief report was received from Cllr J Baldwin. The wooden structures installed in the woodland had been very well received and the Steering Group was considering adding a third statue to celebrate the Queen's Sapphire Jubilee. The Steering Group intended to approach the Parish Council for a contribution towards this item. Clerk to send the Group a funding application for this matter to be considered at the next meeting.

10.9 Street lighting: To receive update on new street lights order and consider suggestion to add further street light: A brief update was received from Cllr R Blackwell. The cost of a new column would be £1,930.22 plus vat, therefore it was decided to defer this matter for the time being.

10.10 Neighbourhood Plan: Cllr S Palframan reported on progress and asked members to read the entire document before the March meeting and send him any further comments.

**11. Debenham History:** Cllr A Cushion informed members that two volunteers had come forward, who were now helping Mr P Carter. Cllr A Cushion had installed the new Powerpoint software on Mr Carter's pc but the pc really needed to be replaced. Cllr J Feeney-Howells was going to see if anything could be done, however members were supportive of purchasing a new computer if that became necessary.

**12. Osier Project:** To receive report from Cllr S Phipps: Deferred.

**13. Community Emergency Plan:** Cllr A Cushion had circulated a letter and accompanying questionnaire to members. Both documents were approved by members and it was agreed that 1000 copies should be printed for delivery to all households. It was hoped that the Scouts would help with the delivery.

**14. Councillor support:** To receive verbal report from Cllr S Palframan: Cllr S Palframan had been approached by two councillors who had expressed some concern about the way they were treated/perceived by members of the public. It was established that councillors should have a certain degree of protection in the way they discharge their duties, therefore the Clerk was asked to make further enquiries with Salc and the Monitoring Officer for guidance on this matter.

Cllr F Winrow-Giffin added that for their own protection, councillors should always be in groups of at least two when dealing with any matters in person.

**15. Suspension of Standing Orders - Meeting open to the Public for 5 minutes:** There were no comments from the public.

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

**17. Chair's urgent business:** any items not on this agenda but of such urgency as to merit, in the Chair's opinion, immediate action: An employment committee meeting had been requested and was agreed to take place on Tuesday 14<sup>th</sup> March 2017 at 7.00pm. Members were asked to forward any issues they wished to raise. Clerk to make booking arrangements.

**18. To receive reports from councillors / requests for additions to the next agenda:** Cllr R Blackwell

reported that a number of chickens had been seen loose on a pen at an address in Debenham-Cllr F Winrow-Giffin volunteered to pay the resident a visit.

Cllr E Bowman asked if there would be a Debenham Fayre this year but this was unknown at this time.

Cllr F Winrow-Giffin reported that the new “no parking” signs had arrived and asked members where they should be placed. Clerk to add this to the next agenda.

**19. Date of next meeting:** March 20<sup>th</sup> 2017

**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*

**20. Matters pertaining to contracts and tenders**

With no further matters to be transacted, the meeting ended at 10.00pm.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_