

EASTON PARISH COUNCIL

MINUTES OF ORDINARY PARISH COUNCIL MEETING Held on Monday 17th July 2017 at 7.30pm at Easton Farm Park

Reports from District & County Councillors, and questions from members of public:
No members of the public or District and County Councillors were present.

Meeting opened at 7.45 pm.

1 PRESENT

Cllr S Piggott – Chair
Cllr A Hollins – Vice Chair
Cllr B Gibbon
Cllr F Siddall

APOLOGIES

Cllr M Coney
Clerk – Bill Dicks

2 DECLARATION OF INTERESTS – None.

3 CONSIDERATION OF ANY DISPENSATION REQUESTS – None.

4 **MINUTES OF MEETING:** Approve minutes – May 31st & June 26th 2017
Following corrections the Minutes for May 31st and June 26th were agreed and signed.

5 MATTERS TO REPORT FROM ACTIONS OF LAST MEETING

The Clerk had:

- Received tuition regarding budgeting and allocated £2000 to a Grants Fund Reserve as required by PC (see Financial Report)
- Found out that PC cannot *grant* for running costs but can make donations to certain bodies
- Notified PC's decision regarding headstones spanning more than one plot to relevant stonemasons; updated the Cemetery Rules accordingly; moved the Rules to computer format and published them online; found out that the painted/defaced headstones of concern to the PC are being replaced
- Provided Grant Policy and Application form to Cllr Coney
- Written to Highways setting out concerns about Hopkins Safety Splay
- Copied Kindlewood tender paperwork to Cllr Gibbon
- Ensured Kindlewood contacted the chair ahead of levelling the memorial circle.

The Chair had:

- spoken to the Clerk of Ufford Parish Council concerning the surfacing and the contractor that installed it at their Play Area - NGF - and reported further under Item 13 – Play area
- negotiated with SCDC for the Play Area rubbish bin to be emptied regularly by the refuse collection service at the same time that refuse collections are made in the village for households
- met with and spoken to a Kindewood contractor at the Cemetery who had been happy to prepare the commemorative circle, which he had subsequently completed very satisfactorily
- ensured that the responses to the planning items from the decisions at the meeting 26th June met the extension deadline granted by SCDC.

6 FINANCE

6.1 To Approve Financial Statement – The Financial Statement was agreed.

6.2 Update on End of Year Accounts and Report -

Following the signing of the Year End Audit presented by the Clerk at the last meeting it was submitted to the Internal Auditor. The Auditor's initial inspection had highlighted problems within the recording and presentation of the year-end figures, which has led to the Internal Auditor to providing a service to correct and complete the Year End Audit for the Parish Council. The Chair and the Clerk then had to initial the corrected figures on the completed External Audit Form, this has been done and the Clerk will submit to the External Auditors.

6.3 Savings Account- consider authorising Clerk to seek new account
Council members unanimously agreed that a Savings Account was not necessary or required.

7 CAR PARK

The Chair had invited a quote from Suffolk Fencing re edge of tarmac and to protect the new lamps, and was still waiting for a response. The Chair agreed to contact Kiwi Fencing to invite a quote. 35/2017 **SP**

8 HIGHWAYS

8.1 Community Speed Watch – placement of signs in village

Council members were concerned about the level of signage throughout the village. It was agreed to further request to see the proposed signs that the Community Speed Co-Ordinator wishes to put up through the village before making a decision. The Chair agreed to arrange to have the signs to present for the next meeting. 36/2017 **SP**

Council members agreed that the SCC Flashing speed signs were very effective and appeared to be making the most difference.

It was agreed that a village sign audit should take place to assess the condition and viability of signage. The Chair agreed to conduct a sign audit. 37/2017 **SP**

8.2 Update on HGV routing through village

Following the last meeting when the latest report from SCDC Planning Enforcement was that they were unable to enforce, the Chair had been contacted with further information. The case had been re-opened due to information following their further investigations. This confirmed the business had not been operating more than 10 years and SCDC were putting into place enforcement. A notice had been issued giving 28 days to submit a Planning Application for cement manufacturing and change of use through the correct process. Where this failed to happen a stop notice would be served and all activities would need to stop immediately. The agent for this business and landowner had since contacted SCDC to inform them they were selling the farm buildings with land. SCDC will now be monitoring to ensure that this is the case. SCDC Enforcement had stated that the proprietor was aware that he cannot route HGV's serving his business with regard to any residual activities prior to the understood sale of the premises through Easton.

9 PLANNING

9.1 Consider referral to Sub Committee of DC/17/2227/VOC

The Chair had spoken with District Cllr Carol Poulter who had explained that she was also requesting this application goes to sub-committee and will fully support the Parish Council's stance. She suggested we would need to send representation. Council members agreed that the Chair represents the Parish Council at the Planning Sub-Committee meeting.

9.2 Consider response to Application DC/17/2684/FUL-Round House, Pound Corner

Council members agreed to support this application.

10 NEIGHBOURHOOD PLAN

Council members considered the merit of conducting a Neighbourhood Plan for Easton and agreed that this should be embarked upon if possible.

The first stage is to ask the Clerk to gather information on how the project is conducted and what funding might be available. 38/2017 **Clerk**

11 CEMETERY

The Chair met Kindlewood the grass cutting contractor, at the Cemetery, and requested that the commemorative circle and tree be tidied in readiness for Mr and Mrs Boon to place the seat. The Chair reported that Kindlewood is attending to the grass cutting and strimming and hedge cutting very well, they have cut the grass overgrowing the internment plaques so that they are more visible.

Mr and Mrs Boon have now placed their bench seat at the Cemetery commemorative circle.

12 WWI BEACON EVENT

Council members agreed to follow the same format as the last Beacon event and to appoint S.Hambling to cater for a Hog Roast. 39/2017 **AH & SP**

13 PLAY AREA

The Chair had received 2 quotes and met with one Play Equipment supplier. The quote to rubber bark the area was approx. £15,000. The meeting was constructive and the supplier advised that he could not guarantee a good result because the land was unsuitable due to softness and mole runs, which made the ground level problematic. He felt that spending so much money would not be wise, that the only successful way would be a concrete well in which the bark would be placed. It was agreed to re-visit this when the Play Area equipment reaches the point of replacement.

The new bin had been delivered to the Chair, with fixing attachments. It needs a small cement base to secure the bin. Cllr Gibbon agreed to deliver the new sign to the Chair’s address. Cllr Siddall will organise for: a concrete base to be laid that will hold the bin and post for signage; replace the fencing that has been broken and is missing; and replace missing stepping logs. Council agreed a cap of £300 to enable the work to take place as quickly as possible.

40/2017 **BG & FS**

During the meeting with the Chair NGF noticed that the swing’s cross bar needed attention; it was showing signs of rot and had a fixing dropping proud of the bar. The Chair will contact SCDC who it was believed offered a service that could cover such repairs.

41/2017 **SP**

14 FOOTPATHS

A new Sanctuary Bridge Footpath sign had now been installed to replace the broken sign.

15 CORRESPONDENCE

The Chair read out a Thank you letter from Mr and Mrs Boon expressing their gratitude for working with them to enable the placement of their commemorative bench seat in the Cemetery.

16 ITEMS FOR THE NEXT AGENDA

- Highways – Sign Audit result
- WWI Commemorative event

17 DATE OF NEXT MEETINGS

Councillors agreed on the dates 11th September and 20th September 2017 for the next meetings – TBA.

Meeting closed 9.30pm

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Chair

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Date