**EASTON PARISH COUNCIL**

**MINUTES OF ORDINARY PARISH COUNCIL MEETING**

**Held on Monday 29th July 2019 at 7.30pm**

 **at Easton Village Hall**

**Reports from District, County Councillors and Question time for members of the public –Duration time maximum 10 minutes - 2 minutes per person re Agenda items.**

Meeting opened 7.45pm

**1 PRESENT & APOLOGIES**

 **Present**

 Cllr S Piggott – Chair

 Cllr B Gibbon

 Cllr F Siddall – late arrival – 7.45pm

 Cllr J Armfield

 Cllr M Birt

 1 member of public in attendance

**2 DECLARATIONS OF INTERESTS** - None

**3 CONSIDERATION OF ANY DISPENSATION REQUESTS**

**4 MINUTES OF MEETING** – To Approve Minutes 29th April & 20th May

 Council members approved the Minutes for 29th April and 20th May 2019.

 The Parish Council had received a correspondence from Mr I Palfreyman requesting that his re-written version of the Minutes regarding the public forum 20th May be accepted, if possible. The Chair agreed to notate this request and that Minutes cannot be re-written or altered by members of public.

**5 MATTERS TO REPORT FROM ACTIONS OF LAST MEETING**

Cllr Gibbon reported – That he had made an application as soon as the next round for the British Heart Foundation funding became live, the application was successful and the grant for £600 was secured with £600 being required to match it to purchase the Defibrillator. Cllr Gibbon had researched the outer housing box for the equipment, and this can now be purchased.

The Chair reported - May and June have been very busy months with regard to business and administration, it is annually a very busy time for all Parish Councils, the demands of Year End Audits and their increasing tight time lines alongside holding Annual meetings is substantial and something that the previous Clerk with 20 years’ experience did not manage. The Chair had a huge task to complete the year end paperwork with no files from the previous Clerk, no VAT claimed and no copies of the AGARs for year end ‘18 filed.

This year, the Year End Audit met the deadlines with no extra fees and met the necessary scrutiny. The Internal Audit and External Audit were submitted by June 1st and the Chair collected the completed Internal Audit before she left for her month away in France.

An application for the post of Clerk was received. It was considered at the extra ordinary meeting held on 10th June so that a timely response could be given. The following week the applicant, Mr Palfreyman was notified in writing that his application had been unsuccessful.

The Neighbourhood Plan is still on hold. The Hearing dates for the East Suffolk Local Plan have now been given it is taking place over a range of dates at the end of August and beginning of September. The housing figure that Easton will need to deliver is being challenged by the Parish Council. Once the result of the Hearing is known, the Neighbourhood Plan work will then pick up and continue with the forming of the Draft Plan to be submitted to East Suffolk and put to the community, followed by adoption as soon as the process involving East Suffolk and external examination reaches completion.

The Chair liaised with Ian Melton at Suffolk Welding who was happy to produce a wrought iron seat for the village green, Ian kindly included installing the seat and taking away the previous one. On the Chairs return from France the seat had been made and installed, such efficient production and delivery is very much appreciated.

The Chair has received a huge amount of complimentary comments regarding the new signposts, many people in the village have voiced their appreciation and approval. The Chair has received several e.mails and telephone calls from people and Parish Councils from other villages, giving compliments and asking how they could go about doing the same for their village. The Chair has responded giving details on how the process took place and the sourcing of the signposts.

The Chair made sure that the Cemetery registers, plans and files were accessible should they be required whilst away in France.

**6 FINANCE**

 The Financial Statement was agreed.

**7 APPLICATION FOR CO-OPTION – COUNCILLOR VACANCY**

An application to join the Parish Council as a co-opted member had been received from Mr I Palfreyman. Members gave consideration to the application with regard to the requirement that members must be able to fit in with the protocol, process and conduct. Members followed the voting procedure. The result was that the application from Mr Palfreyman had been unsuccessful.

**8 SPEEDWATCH**

 There are no longer enough volunteers to operate a Speedwatch team. The Village Hall will not allow storage of the equipment (road signs, coats, gilets, admin files

 etc.) Council considered how to disburse the equipment. Members agreed that the full complement of equipment could be sold, so that another Parish that were in the position of conducting Speedwatch could benefit. It was agreed that the price for the equipment would be £1,000. Members agreed that a notice be published in the Parish News inviting a response to this proposal.

**10 VILLAGE HALL**

The Parish Council received a letter of multiple complaint from the Village Hall Committee. Members considered the content of the letter and agreed that the misunderstandings were best addressed by a meeting and to write inviting a meeting with the village hall committee, but to also explain that the Parish Council could not accept the accusations made against the Parish Council. The Chair had sought advice from LCPAS, and members agreed to send a letter to each trustee/committee member. Members agreed to request a copy of the Village Hall Constitution.

**11 VILLAGE GREEN ‘VILLAGERS’ SEAT**

The new village green seat is in place. Council members agreed how pleased they were with the seat, and appreciated the donation made from Ian Melton for the man hours it took to make and site the seat. Members agreed that the rubbish bin needed to be replaced and to ask Ian Melton whether a matching bin could be made and a

 pricing, a cap of £300 was agreed.  **SP**

**12 VILLAGE GREEN WALL FLOWER BORDER MANAGEMENT**

 The Parish Council has received correspondence from Mr M Howard regarding the flower border in front of the wall at the village green. Mr Howard is happy to volunteer to remove the overgrown vegetation and to re-plant but needed help financially with completing the task. Members agreed to request an estimate of costs and plans for the border. The Chair agreed to speak to Mr Howard to understand the plans for the border. Mr Howard had also made the Parish Council aware of the iron posts and chains that could be re-instated and were part of the structure of the wall. Members agreed to investigate. **SP**

* Member of public requested to speak
* Meeting closed
* Mr Palfreyman explained that he had spoken to Mr Howard and encouraged him to contact the Parish Council, and that the metal post and chains had also existed to the left of the main gates and should be included in any considerations.
* Meeting re-opened

**13 HIGHWAYS-**Update on any issues

 Members agreed that the non-response from SCC with regard to a meeting with a SCC Highways representative to present the speed calming proposals for advice and pricing should be escalated to SCC Highways Cabinet Member level. **SP**

**14 PLANNING** – To form responses to the following applications:

 **DC/19/2705/FUL** – Downton Cottage, The Street-Extension to existing dwelling

 Members considered the application and agreed on a response of Support.

 **DC/19/2629/FUL** – The Round Cottage, Fram Rd – Extension and Change of use of

 garage/office to residential dwelling and creation of new drive/road access.

 Members considered the application and agreed on a response of Support with the same concerns regarding the Highway access and that the same comments be made as in the previous application.

 **DC/19/2514/TCA**- Village Hall, The Street – 2no Yew trees reduction.

 Members considered the application and agreed a response of Support.

**15 VILLAGE CAR PARK** – Any issues

 Members agreed to request that Kindlewood trims back the tree branches overhanging the PC Notice Board.  **SP**

**16 PLAY AREA** – Any issues

 Members are still seeking quotes for replacement equipment. **FS & SP**

**17 FOOTPATHS -** Any issues - None

**18 DEFIBRILLATOR FOR CENTRE VILLAGE**

 Cllr Gibbon reported that the price of the Stainless-Steel cabinet required to house the Defibrillator is £499.00 plus VAT, members agreed to purchase and that the Village Hall would be the best site for the Defibrillator, Cllr Gibbon will contact the Village Hall committee. It was agreed that an annual sum of £50 should be paid to cover the connection of the Defibrillator which is required to preserve the equipment needed for an outside site. If it was not possible to site the Defibrillator at the Village Hall members considered the next best site would be the Pub**. BG**

**19 CORRESPONDENCE**

A thank you card from Carol and John Rook had been received, giving thanks for the presentation of a rose bush at the Annual Parish meeting and they wished continued success to the Parish Council and Village.

**20 ITEMS FOR THE NEXT AGENDA**

* VE Day celebrations 8th May 1920

**21 DATE OF NEXT MEETING**

 September 23rd 2019

Meeting closed 9pm

………………………………………………… …………………………….

Chair Date