

Easton Parish Council

MINUTES OF ORDINARY EASTON PARISH COUNCIL MEETING

Held on MONDAY 3rd October 2022 – 7.45PM

Venue: Easton & Letheringham Village Hall

WELCOME

REPORTS FROM DISTRICT, COUNTY COUNCILLORS, & QUESTION TIME FOR MEMBERS OF PUBLIC–Duration time maximum 10 minutes - 2 minutes per person.

MEETING TO OPEN

1. PRESENT & APOLOGIES

Present

Cllr S Piggott – Chair
Cllr F Siddall – Vice Chair
Cllr B Gibbon
Cllr I Palfreyman
Alison Bramall – Clerk

Apologies

Cllr G Edwards
Cllr M Birt

Council members agreed to accept the apologies for absence from Councillor Birt & Councillor Edwards.

2. DECLARATIONS OF INTERESTS

None

3. CONSIDERATION OF ANY DISPENSATION REQUESTS

None

4. MATTERS TO REPORT FROM ACTIONS OF LAST MEETING

- The Chair responded to Planning Policy as agreed and expressed support for the supplementary planning document on housing in the countryside.
- As agreed, the Chair organised thanks to all those that helped with the Queens Platinum Beacon event and Tea Party. A piece was placed on the website, notice board and parish news.
- London Bridge plans were put into action following the Queens death. A letter sent out in 2017 from the Bishop to church's and Parish Councils requested participation. The Parish Council agreed to sponsor the preparations to make condolence books available countrywide. The Chair purchased and organised the list of items required, ie black table cloth, photograph in frame, condolence book and pens & prepared notices, these were then stored safely. Putting the plans into action went smoothly and the condolence book will now be given to SCC Archive office

5. APPROVE MINUTES FROM THE MEETINGS OF 25/7/22 & 22/8/22

These minutes were approved.

6. FINANCE

6.1 Approve Financial Statement – October 3rd 2022

Councillors approved the Financial Statement

6.2 To consider a Parish Council Accounting package

The Clerk reported that the accounts were straightforward with a small number of invoices being received and paid per month, an accounts package was not required at present.

7. PLANNING

To ratify planning decision of 22nd August 2022 regarding the following application:-

DC/22/2975/FUL | Change of use for 'Building H' from ancillary domestic building to business use for storage / office for existing on-site businesses. Change of use for kitchen within 'Building D' to allow for private chef business for preparation of food to be delivered to private dining off site and the continued catering support of businesses on-site.

Martley Hall Framlingham Road Easton Woodbridge Suffolk IP13 0EN

Councillors agreed to ratify this decision to support the application.

8. GRANTS AND POLICY PROVISIONS

Councillor Siddall said that she had met a parent who had been in receipt of a grant from their local parish and was there any way the PC could provide support those in need during the cost-of-living crisis.

The Chair explained that the PC could donate to certain charities under section 137(Charity donations), but that there was a Grant Policy in place to cover the process of grant applications. Where the request was from individuals the PC had no process to evaluate financial need. It was suggested as an alternative, that a donation was made to the local foodbank/clothes bank. Cllr Siddall suggested contacting Easton Primary School to explore a way to offer funding help to reach families attending the school.

Councillors agreed to ask Councillor Siddall to research which Parish Council is operating funds to parents and their process, and to speak to Easton Primary School to understand any avenues for funding that would benefit families attending.

FS

9. HIGHWAYS

The Chair reported that a site visit took place on 31st September. The SCC Highways Project Manager and Designer attended. The Chair raised the issues that had been raised with them at the time they were noticed, the most important was one being the absence of oak posts on the bankside pull-out outside The Cobblers in the street. The list of issues and agreed actions to resolve are as follows:

SCC Highways will:

- Install 2 posts on the bank side pull out in The Street
- The 30mph signs at the Sanctuary Rd entrance gates will be reduced in height to match the other village entrance gates
- The village green pull out will be prepared and grassed
- The give way road signage on the Fram Rd pull-outs should be on approach into the village and will be corrected.

- SCC had agreed to investigate road drainage issues which are not part of the scheme but cause flooding of the road. SCC are undergoing ongoing investigations which involve the landowners adjacent to the road at points of blockage.
- The scheme will undergo the final stage safety audit.

10. **DRAFT NEIGHBOURHOOD PLAN**

The Chair had distributed the Draft Neighbourhood Plan to enable members to adopt the plan and meet the required NP process and allow it progress to S.14 public consultation and to the final stage of examination. Due to not enough members having read the paperwork it was agreed that the e.mail was sent out again. The item was therefore deferred to the next meeting.

SP

11. **PLAY AREA**

Mole Hills in Play Area

Clerk was actioned to organise pest control visit.

AB

12. **BOWLS CLUB**

To assess the problems raised by the Bowls Club and car park boundaries

It was agreed that the Chair would ask Kindewood to give the roses a “moderate trim in the car park and to trim back vegetation on the cemetery boundary.

SP

13. **DEBEN WATER QUALITY PROJECT**

Consider how to progress involvement

The sample test tubes have arrived and Councillor Palfreyman offered to be the point of contact for this project.

The clerk was actioned to put Councillor Palfreyman in touch with Woodbridge Town Council.

AB & IP

14. **PARISH MAGAZINE**

Councillor Palfreyman explained that the Parish Magazine would not be available in it's current format from December this year. Parish Magazines are now in a benefice group format.

Clare Owen, the Parish Magazine Editor was keen to carry on with a magazine for the village rather than be absorbed into the benefice magazine. An online version of the magazine was discussed, but it was felt that parishioners preferred a printed version and that there would be opportunities for advertisers and contributors locally. If a printed version was continued, she would require some volunteers to potentially sell advertising space and distribute the magazine.

The Clerk was actioned to write a letter to the Editor to understand what assistance, both financial and voluntary would be needed to continue the Village Magazine.

AB

15. QUIET LANES

The Clerk had requested an update, but this had not been received at the time of the meeting, any updates would be emailed out to councillors.

AB

16.

ITEMS FOR THE NEXT MEETING

- Budget
- Adoption of Draft Neighbourhood Plan
- Internal Action Plan
- Village Hall - Internet/Wi Fi provision
- Xmas Tree - organise for Village Green
- To adopt Updated Councillors Code of Conduct
- De-Fibrillator training

DATES OF THE NEXT MEETINGS:-

- EPC Ordinary Meeting – November 28th 2022 – 7.45pm
- EPC Ordinary Meeting – January 23rd 2023 – 7.45pm
- EPC Ordinary Meeting – March 27th 2023 – 7.45pm

Minutes agreed & signed

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Chair

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Date

Clerk/RFO Easton Parish Council – Alison Bramall