

Easton Parish Council

APPROVED MINUTES ORDINARY PARISH COUNCIL MEETING

Held on Monday 17th July 2023 at 7.45pm
at Easton & Letheringham Village Hall

Meeting opened at 7.50pm

1 PRESENT

Cllr S Piggott – Chair
Cllr F Siddall – Vice Chair
Cllr B Gibbon
Cllr G Edwards - late arrival

APOLOGIES

None

In Attendance

2 members of public, SCC Cllr E Bryce - late attendance

2 DECLARATIONS OF INTERESTS

None

3 CONSIDERATION OF ANY DISPENSATION REQUESTS

None

4 MINUTES OF MEETING – To Approve minutes – May 15th 2023

Council members agreed the Minutes for May 15th 2023 on provision that the amendment to correct the omission of Present and Apologies was in place.

5 MATTERS TO REPORT FROM ACTIONS OF LAST MEETING

The Chair reported that:

Quiet Lane signs.- D. Balcombe collected the signs and has now positioned them on the posts that had been placed by the Highways dept. The Hacheston Lane post at Hacheston could not be located and Derek has made the organisers aware.

Outgoing Clerk. -The Clerk has 'handed over' on July 7th having worked her notice. The Chair and Vice Chair met with the Clerk and thanked her and gave her a leaving gift and card on behalf of Easton Parish Council

Spring Bulbs- Out of 100 applicants only 85 could be successful- Easton has been successful, the bulbs will need to be collected in October. An agreement on areas in the village to plant the bulbs will need to be made.

Clerk Interview- The Chair and Vice Chair have interviewed an applicant and informed councillors by email. Under 'Confidential Session' council members will be able to consider this applicant for appointment.

Barclays Mandate change forms-These were submitted and signed by the signatories Barclays have taken weeks to progress the addition which is still not in place.

6 FINANCE – To Approve Financial Statement

6.1 To report on Internal and External Audit status

The Internal Audit has concluded and the report has been distributed to councillors and uploaded onto the website.

The External Audit is in process the new RFO's contact details have been confirmed and added to the External Auditors records.

6.2 Expenditure for Clerks leaving gift £22.45

The expenditure for the Clerks leaving gift was agreed and reimbursement to the Chair.

RFO

6.3 To confirm agreement, Kings coronation party raffle – charity donation

Council members confirmed and agreed that the raffle money totalling £116.95 be donated to East Anglian Air Ambulance.

RFO

6.4 To consider and approve review of Training Reserve to cover staff and councillor training.

Council members agreed to move £370 from general reserve to the training reserve to ensure that imminent Cllr and staff training is covered.

RFO

Council members agreed to move Item 9 to 7 - to hear from Cllr Elaine Bryce who needed to leave to attend other PC meetings.

7 NEIGHBOURHOOD PLAN- Update

The Chair reported that the annual Government funding which is delivered each April has not been made available, it remains closed with no announcement, as a result the NP is not able to progress to the next stage of submission to ESC. The Chair has written to Dr Dan Poulter MP to ask for help in understanding the position that Neighbourhood Plans are now not able to progress. Dan Poulter followed up with approaches to the DLUHC department but could not receive any substantial replies from the department. The Chair had written to SCC Cllr E Bryce to ask if it was possible to apply for her locality funding to cover some of the costs to progress the NP to Reg.16 the next stage and submission to ESC.

Cllr E Bryce was invited to speak:

Cllr E Bryce explained that she would help if she could and had submitted an enquiry to the SCC finance dept. to check that locality funding criteria covered the request for NP funding.

8 CO-OPTION – To receive/consider applications and fill the 2 'post-election' vacancies

The Co-Option of Ian Palfreyman and David Ladbrook was announced, their signed Declaration of Acceptance forms were received.

Both members were reminded of their duty to complete their Register of Interests with ESC.

9 RFO TRAINING –To consider training programme for RFO

Council members agreed on the expenditure of £30.00 (ex vat) for the forthcoming SALC RFO training module.

10 HIGHWAYS

10.1 To report on the conclusion of settlement of bill to SCC Highways

SCC has apologised and accepted that they absorb the unexpected increase to the bill that totalled just under £12,000. Council members expressed their gratitude for all the support that SCC Cllr Elaine Bryce has given to the speed calming scheme and pursuing a fair resolve to the settlement of the bill, also for the help and support given by Dist Cllr Owen Gray.

10.2 To raise SCC Highways road closures for roadworks that result in the village taking traffic from the B1116 W.Mkt to Framlingham road.

Council members agreed that a letter to the SCC Highways cabinet member should be actioned, to express the concerns of the council that road closures for any form of work required to the highway was the cause of the problems and dangers that resulted when large volumes of heavy traffic took alternative routes through small villages and rural small roads and that where works are required traffic light management should be used instead of road closures.

Clerk

11 PLAY AREA

Update on addressing work required

Cllr F Siddall confirmed that the organising of work required is in progress. Cllr Dave Ladbroke agreed to joint responsibility for the Play Area.

FS & DL

12 STAFF – COUNCIL TO AGREE CONFIDENTIAL SESSION -under the Public Bodies (admission to meetings) Act 1960 - to exclude the public and press from discussions regarding personnel where publicity might be prejudicial

Council members agreed to a 'confidential session.

Following confidential session council members agreed to offer the appointment of the Clerks position to Mr Andrew Staples.

13 EXTRA ITEMS FOR THE NEXT AGENDA

- Action Plan Review
- River Quality Monitoring
- To decide locations for planting spring bulbs in Village

14 DATE OF NEXT MEETINGS:

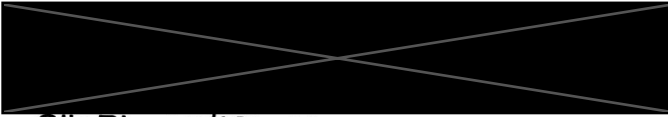
September 18th 2023



November 20th 2023

Meeting closed 8.45pm.

Signed



Cllr Piggott (Chair)
18 September 2023