

Easton Parish Council

Meeting held on Monday 20th November 2023 at 7.45pm
Easton & Letheringham Village Hall

APPROVED MINUTES

1 PRESENT & APOLOGIES

PRESENT

Cllr Piggott (Chair)
Cllr Balcombe
Cllr Edwards
Cllr Gibbon
Cllr Ladbrook
Cllr Palfreyman
Cllr Siddall

IN ATTENDANCE

Cllr Langdon-Morris (ESC)
S. Ashton (RFO)
A. Staples (Clerk)

APOLOGIES

Apologies were received from and Cllr Grey (ESC).

2 COMMENTS FROM MEMBERS OF THE PUBLIC ON ITEMS ON THIS AGENDA / SUGGESTIONS FOR FUTURE AGENDA ITEMS

No members of the public attended.

3 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Cllr Langdon-Morris (ESC) gave an oral report covering: Framlingham Resilience Working Group will be doing a flooding assessment for Framlingham and neighbouring parishes; the sewage sludge used on agricultural land has been investigated and found to be legal; the Flood Re Home Insurance Scheme; the Rivers Trust website's sewerage map; the removal of the water pump on Framlingham Road; the Flood Relief payments being administered by ESC and going live shortly, flooded residents can apply for £500 and 3 months council tax relief; and repairs to Wickham Market Road near Glevering.

4 RECEIVE ANY CHANGES TO MEMBERS INTERESTS

No changes in members interests were received.

5 RECEIVE ANY DECLARATIONS OF INTERESTS RELATING TO AGENDA ITEMS

No declarations of interest were received.

6 TO APPROVE MINUTES OF PREVIOUS MEETINGS held on 18 September 2023 and 30 October 2023 were agreed and signed as a true and accurate record.

7 FINANCE MATTERS:

7.1 Confirmation of bank account balances (£9,336.40 and £7,268.12 as at 29 October 2023)

The above-mentioned balances were corrected to £9,546.48 and £7,268.12 respectively and confirmed as correct as at 29 October 2023.

7.2 Confirmation of receipt of ESC precept (2/2) (£5,003.81 on 29 September 2023)

The above receipt was confirmed.

7.3 Review and approval of the council's financial reports dated 18 September 2023 and 20 November 2023

The above-mentioned reports were reviewed and approved.

7.4 Consideration of preparation of future finance reports (1 November 2023)

The RFO requested approval for an amended format for financial reports submitted to future parish council meetings, commencing from 1 November 2023. It was agreed that a specimen financial report would be circulated by the RFO for councillors to comment.

7.5 Consideration or review and approval of budget, precept and reserves 24/25

Consideration of the budget, precept and reserves for 24/25 was deferred until the January meeting.

7.6 To confirm purchase of Christmas Tree for Village Green

The purchase of a Christmas tree at a cost of £50 from Suffolk Plants was approved. It was agreed it would be installed around 2 December 2023.

7.7 To consider website provider charge for providing an additional web email for RFO

SuffolkCloud has confirmed the cost of purchasing a second org.uk webmail inbox for the RFO would be an additional £55 per annum. Alternatively, org.uk inboxes could be set up for all EPC councillors and staff at an additional cost of £135. A third option would be to set up gov.uk email addresses for councillors and staff at an additional cost of £150 per annum. It was agreed an additional webmail inbox for the RFO should be purchased at a cost of £55.

Action: Clerk to contact Suffolk Cloud to arrange inbox.

8 MATTERS TO REPORT FROM ACTIONS OF LAST MEETING:

8.1 Progress of Land Registration applications

No update from solicitors in relation to the application to register the village green. The land registry documentation regarding the car park and cemetery was considered. The council queried the feasibility of upgrading the grant for the cemetery from title possessory to title absolute. This would most likely require the production of deeds to the Land Registry confirming the transfer of the cemetery to the parish council in the 1930s.

Action: Clerk to contact the Church Treasurer to see if the Church holds any deeds for the cemetery.

8.2 The Chair reported that the spring bulbs donated by ESC for the village had been collected. The Chair will be contacting councillors to organise a team to plant the bulbs at the points in the village agreed at the last meeting.

9 RECENT FLOODING IN VILLAGE FROM STORM BABET

9.1 Update on communications from / involvement of SCC and ESC. Chair to report on contact from Cllr Grey (ESC) and visit to village following flooding

The Chair reported that Cllr Grey visited the village and met some of the villagers who suffered flooding. Cllr Grey compiled a report detailing the effects of the flooding on each village and lobbying for improvements to infrastructure. SCC are mandated to carry out a section 19 investigation and report following major flooding. Concern was raised that the investigation might not include properties flooded for the first time. Representations were made to Matthew Hicks stating the expectation that all flooded properties should be included in the investigation.

There was discussion about the watercourse behind Skylark Rise. When approving the planning application ESC should have secured conditions clarifying ownership of the watercourse and culvert, as well as confirming a management plan. Chair to make enquiries of ESC to clarify. Concern was also expressed about the sewerage sludge applied to neighbouring fields, which was washed by flood water into gardens causing contamination.

There was discussion about whether the village has separate foul and surface water drainage systems, due to reports of manholes lifting and waste from the sewerage system going into properties. It was suggested this could be raised with AW to ascertain whether there were any improvements possible.

It was suggested that a plan of the village drainage system be compiled. Cllr Siddall will endeavour to arrange.

9.2 Funding available for those affected by flooding –how to information to all those flooded and encourage reporting on SCC website

SCC is encouraging victims of flooding to report on the reporting tool. There was a document delivered to all effected properties by the parish council to encourage them to report.

10 PLAY AREA – to consider ROSPA report

The council considered the report dated September 2023. Issues were raised about the longevity of the timber constructions and integrity of the play equipment deteriorating. It would seem to be coming to the end of its working life. Whilst it remains usable, at some point decisions will have to be made on the future of the play area. Cllr Ladbroke and Siddall have responsibility for the play area; they will examine the equipment and report back at the January meeting.

11 HIGHWAYS

11.1 ANPR installation rota

The council had previously agreed to pursue an ANPR speed indication device for the school end of the village. SCC was approached and stated it would not be possible for a parish council to purchase an ANPR unit. ANPR can only be installed by SCC / Police for which a formal application must be made by the parish. ANPR must be installed in locations that meet specified criteria, such as allowing 100 metres visibility to motorists and not near junctions. Advice would be needed to

ascertain if the proposed location was suitable. Chair to progress the contact with the officer in charge of the project.

11.2 Parish Council Speed Indicator signs for Wickham Market Rd at village entrance / exit

SCC Highways will need to determine where a post could be installed for the SID to be visible to motorists leaving the village, to discourage speeding before exiting the 30mph zone. Chair to progress the contact with the officer in charge of the ANPR project (as above). The post would be for both the ANPR unit and the SIDS.

12 NEIGHBOURHOOD PLAN- Update

The Chair reported the plan has been submitted to ESC and will now go out for Reg.16 consultation. ESC is in the process of appointing the examiner. The examination is scheduled to take place in Dec 23 / Jan 24. The nominated officer at ESC commended the work of the Easton NP team.

13 POLICIES – To review:

13.1 Freedom of Information Publication Scheme 2023

The reviewed version of the council's FOI Publication Scheme circulated prior to the meeting by the Clerk was considered and approved.

14 PLANNING APPLICATION CONSULTATIONS – To consider:

14.1 DC/23/4297/VOC; 5 Home Farm Barns, Wickham Market Road, Easton, IP13 0ET; Variation of condition 2 on DC/23/2573/FUL to update approved plans to show double pitch roof instead of a single pitch and move the building 1m away from existing cartlodge.

No objections were raised. Clerk to record on ESC planning portal.

15 SUGGESTED AGENDA ITEMS FOR NEXT MEETING

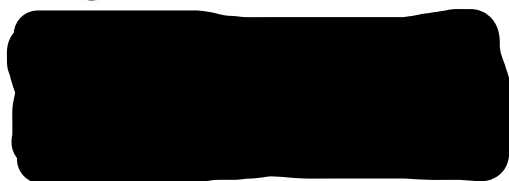
The following items will be discussed at the next meeting; confirming appointment of internal auditor; setting the parish council budget for 24/25 and confirming precept; and reviewing the following policies: Standing Orders, Financial Regulations and Risk Assessment.

16 DATES OF MEETINGS 2024

The following dates for agreed for meetings in 2024: 15 January 2024; 18 March 2024; 13 May 2024 (Annual Parish Meeting); 20 May 2024 (AGM); 15 July 2024; 23 September 2024; 18 November 2024.

Meeting closed at 2120

Signed:



Fi Siddall (Vice Chair)
15 January 2024