

# Easton Parish Council

## EASTON PARISH COUNCIL MINUTES MONDAY 6th March 2023 – 7.45PM

### 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 M Birt  
Cllr I Palfreyman  
Cllr D Balcombe  
Cllr G Edwards  
Alison Bramall – Clerk

##### APOLOGIES

None

#### 2 DECLARATIONS OF INTERESTS

None

#### 3 CONSIDERATION OF ANY DISPENSATION REQUESTS

None

#### 4 MATTERS TO REPORT FROM ACTIONS OF LAST MEETING

- The Chair confirmed that Kindlewood had completed works to reduce the overgrown vegetation and Llandii trees on the boundary between the cemetery and bowls club. Mr Cattermole from the Bowls Club expressed his gratitude to the Parish Council. The works had been left clean and tidy.
- The Clerk confirmed that the Precept request for 23/24 had been submitted.
- As per the recommendations from the Internal Audit Report the following documents have been updated or produced:-
  - The EPC Financial Documents (Financial regulations, Standing orders & Risk Assessment) have been updated.
  - An Internal control Document had been produced.
  - The AGARS had been amended and uploaded.
- The Clerk attended SALC's Clerks training for Elections (May 4<sup>th</sup> 2023).
- Councillor Gibbon explained that he had checked the defibrillator and noticed that the guttering had become loose above it and water was dripping onto the equipment and that the Hunt Kennels could be approached so help can be offered to solve the problem.

#### 5 APPROVE MINUTES FROM THE MEETINGS OF 28<sup>th</sup> November 2022 & 13<sup>th</sup> February 2023 The minutes for these meetings were approved & signed off

#### 6 FINANCE

6.1 Approve Financial Statement – March 6th 2023

**Subject to a couple of minor changes this Statement was approved.**

6.2 To agree year end 24 budget

**The Council reviewed the budget for the following year, a few minor adjustments were made and the budget was agreed for 23/24 Financial year.**

6.3 To consider requirement for an Internal Audit Control document

The clerk had produced a template for comment. **Councillors thought that this would be a valued tool and agreed to implement this on a quarterly basis starting in the new financial year.**

## **7 NEIGHBOURHOOD PLAN**

The Chair thanked Councillors Edwards and Balcombe for helping to man the Draft NP Consultation Drop In event on February 4<sup>th</sup>. The Chair reported that the event had been very successful and was very well attended, many people expressed their thanks for the work to produce the NP. The consultation period closes on March 20<sup>th</sup> 2023. The consultant will compile all the responses, any appropriate changes can then be made to the content of the plan and these will form part of the submission to ESC for reg.16. This next and final part of the project can take place once the government funding becomes available for applications, an application will be made.

## **8 PLANNING**

Councillors agree to ratify the decisions to support following the planning applications from the February 13<sup>th</sup> meeting,

- [\*\*DC/23/0342/TCA 1no. Magnolia \(T1 on plan\) - Crown reduce to 2.5 metres above ground - Lavender Cottage The Street Easton, Suffolk IP13 0ED\*\*](#)
- [\*\*DC/23/0154/FUL- Construction of a single storey contemporary garden building to be used as a home office. - Easton View 2 Home Farm Barns Wickham Market Road Easton Suffolk IP13 0ET\*\*](#)

## **9 PLAYAREA**

The Cricket Club (CC) had been offered the opportunity to bid for the monies held by ESC, who because all pots are closed for the financial year were able to offer the S.106 monies for Easton. The Chair & Clerk attended a meeting with Sarah Shinnie - Corporate Events & Commercial Projects Officer to discuss the application.

In order for Easton to apply for the S. 106 monies the PC would need to:-

- provide an agreed quote for the equipment
- provide where the land is not owned by the PC evidence of a lease arrangement that had a minimum of 10 years to run.

The PC is not in the position to be able to provide either at the time of the application from CC or in the near future.

With regard to assessing what the remedial work required in the short term, it was suggested to contact Simon Walker – Norse, to ask his opinion on the ROSPA report. **The Clerk was asked to pursue this option.**

## **10 HIGHWAYS**

The Chair had been notified that the bollards on the pull out in the street near the old post office would be installed on Friday 3<sup>rd</sup> March, and confirmed that this had taken place.

**11 QUIET LANES**

Quiet Lanes contribution to signage paid. However, two volunteers are required to put up the signage, which will to be distributed by the Quiet lanes team. The Clerk will be contacted when the signs are available for distribution.

**12 VILLAGE SIGN REFURBISHMENT**

Councillors agreed to accept the very kind offer from Peter Bennett-King to refurbish the village sign, with the caveat that any work could be undertaken would comply with all Health and Safety Regulations. **Councillor Gibbon was actioned to liaise with PBK to assess the work required, the risk & liability. If needed a risk assessment would be produced.**

**EAST SUFFOLK BLOOM**

Councillors agreed it would be to be involved in this venture. **The Clerk was actioned to contact ESC to apply for some bulbs.**

**13 CORONATION EVENT – May 6<sup>th</sup> & 8<sup>th</sup> 2023**

- 6<sup>th</sup> May – Bell Ringing
- 8<sup>th</sup> May 2023 – “The big help out day”
- **The Clerk was actioned to contact the Cricket Club to take them up on their offer to host an event on May 8<sup>th</sup> and to organise a zoom call.**

**14 EAST SUFFOLK ELECTIONS**

The Clerk gave the Councillors an overview of the election process.

- If Councillors wish to be re-elected - will need to complete a Nomination form between March 17<sup>th</sup> and April 4<sup>th</sup> and make an appointment at ESC to hand deliver the papers.
- Need to make electors aware that they need a form of photographic ID to vote – a full list of what is accepted is on the ESC website (most official documents and forms are acceptable and if you don't have anything you can apply for an ID document).
- Result to be announced on 5<sup>th</sup> May and available online
- Annual Parish Council meeting to take place within 14 days of May 9th

**15 ITEMS FOR THE NEXT MEETING**

- ACTION PLAN REVIEW
- RIVER QUALITY MONITORING

**16 DATES OF THE NEXT MEETINGS:**

- 15<sup>th</sup> May 2023 – Annual Parish Council Meeting –Easton Village Hall -7.45pm
- 22<sup>nd</sup> May 2023 – Annual Parish Meeting –Easton Village Hall – 7.45pm
- 17<sup>th</sup> July 2023 - EPC Ordinary Meeting- Easton Village Hall – 7.45pm
- 18<sup>th</sup> September 2023 - EPC Ordinary Meeting- Easton Village Hall – 7.45pm
- 20<sup>th</sup> November 2023 - EPC Ordinary Meeting -Easton Village Hall – 7.45pm

**Meeting Closed -9.10pm**

**Signed & agreed**

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**Chair**

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**Date**