



CREETING ST MARY PARISH COUNCIL

Minutes of the Parish Council meeting held Online via Zoom on **Monday, 22nd June 2020 at 7.30pm.**

Present:

Councillors: S Haynes (Chair)
J Palmer
R Coton
P Scully
N Smart
L Plummer

In Attendance: J Blackburn - Clerk
County Cllr M Hicks

CSM23/20/21 – PUBLIC FORUM

There were no members of the public present.

CSM24/20/21 – TO RECEIVE APOLOGIES OF ABSENCE

Apologies had been received from Cllr Craggs and District Cllr Norris.

CSM24/20/21 – TO RECEIVE DECLARATIONS OF INTEREST

None had been received.

CSM25/20/21 – TO RECEIVE APPLICATIONS FOR DISPENSATION

None had been received.

CSM26/20/21 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 11th MAY 2020

It was AGREED: That the minutes of the meeting held on 11th May 2020 be approved as a true record and signed by the Chair.

CSM27/20/21 – TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR M HICKS

Cllr Hicks reported that the 'Home but not Alone' initiative was continuing to be successful with most calls being in relation to food and medicines. 10,000 calls had been received. There had been concern that once people started to return to work the help for the more vulnerable would reduce.

He also reported that the call lines for Domestic Abuse were open 24 hours a day, 7 days a week. A website was also available and online contact for those that needed it between 9am and 5pm. Concerns had risen due to people being together for longer during lockdown.

Since Recycling Centres had reopened with the new booking system, customers had reported that they thought it had worked very successfully and would like to format to continue even after the current Covid situation had passed.

CSM28/20/21 – TO RECEIVE THE DISTRICT COUNCILLOR’S REPORT – CLLRS NORRIS & CLLR PHILLIPS

Cllr Norris & Cllr Phillips were not present at the meeting but a report had been circulated prior to the meeting and would be made available on the website.

CSM29/20/21 – TO RECEIVE THE CLERK’S REPORT AND FINANCIAL MATTERS

i) CLERK’S REPORT

The Clerk reported that she had opened an account with Zoom to enable full length meetings with her Parish Councils without the risk of the meeting being cut off after the 40-minute deadline. She stated that she would divide the cost between each Council.

It was AGREED: That the Parish Council pay for its meetings on Zoom through the Clerk’s Expenses.

The Clerk updated members on the position with Poundfield Products on Mill Lane, Creting St Peter. She explained that the company had seemed to be operating out of their agreed hours and complaints had been received from local residents due to the noise and light pollution created.

Cllr Plummer added that she had observed Poundfield Lorries driving along All Saints Road, which was not appropriate due to the narrowness of the road and location of the school. She had contacted the owner of Poundfield to raise her concerns, but the reply she had received back was unhelpful and unfriendly.

Members asked that the Clerk liaise with the District Councillor to see if anything could be done in relation to the lorries driving through Creting St Mary.

ii) TO RECEIVE THE CLERK’S FINANCIAL REPORT

The Clerk reported on the Council’s current financial position and movements since the last meeting. It was reported that the balance in the accounts on 16th June 2020 was £54,967.12.

i) TO AUTHORISE PAYMENTS AND NOTE RECEIPTS

The Clerk reported the following payments be authorised:-

Jennie Blackburn	Clerk's Pay (May)	£291.72
Jennie Blackburn	Clerk's Office Allowance / Expenses (May)	£26.33
Jennie Blackburn	Clerk's pay (Jun)	£291.72
Jennie Blackburn	Clerk's Office Allowance / Expenses (Jun)	£26.33
Vertas Group Ltd	Grass Cutting	£299.30
Trojan Building & Construction Ltd	Removal of Mats / Skip - Play Area	£354.00
Trojan Building & Construction Ltd	Removal of swings/wooden bridge	£360.00
Sovereign	Deposit for Play Equipment	£4,175.18
HMRC	PAYE 2019/20 (outstanding)	£5.60
Biffa Award	Contribution to grant for VH heating system	£1,062.50
Trevor Brown	Internal Audit 2019/20	£100.00
CFB IT Solutions	Hosted exchange mailbox	£6.00
ICO	Data Protection Renewal	40.00
CSM Village Hall	Shampooer	100.00

It was AGREED: That payments totaling £7,138.68 be ratified.

The following receipts were also noted:-

CSM30/20/21 – CODE OF CONDUCT

The Clerk reported that the Internal Auditor had recommended that the Code of Conduct needed to be reviewed on a more regular basis and to therefore take it to a future meeting of the Parish Council.

Since the Internal Audit had been conducted Suffolk Association of Local Councils (SALC) had emailed round to all Clerks a survey to review and change the standard Code of Conduct therefore this item should be deferred to a future meeting following the results of the survey and SALCs reports.

It was AGREED: That this item be deferred to a future meeting.

CSM/31/20/21 - PLANNING APPLICATIONS

Ref: DC/20/02176 - Householder Application - Erection of orangery - Location: New Dwelling, All Saints Road, Creeting St Mary, Suffolk

It was Agreed: That the Parish Council had no objections to the application. **Clerk to Action.**

CSM32/20/21 - PLANNING DECISIONS

It was NOTED: That the following decision had been made: -

Ref: DC/20/01380 - Notification under Schedule 2 Part 3 Class Q of the Town and Country Planning (General Permitted Development) (England) Order 2015 - Application to determine if Prior Approval is required for a Proposed Change of Use of Agricultural Buildings to Dwellinghouses (Class C3) and for building operations reasonably necessary for conversion. Town & Country Planning (General Permitted Development) Order 2015 as amended Schedule 2, Part3 Class Q - Conversion of agricultural building to form 1no. Dwelling - Field Adjacent Hill View, Green Lane, Creeting St Mary - **REFUSED**

CSM33/20/21 – UPDATE ON TRAFFIC CALMING MEASURES

The Clerk reported that she had been given the details of a new contact who would be dealing with the installation of the second post on All Saints Road for the speed sign. As yet the post had not been installed but she would chase it up.

CSM34/20/21 – COMMUNITY SPEEDWATCH TEAM

The Clerk reported that she had received information on how to start up a Community Speed Watch Team with application forms needing to be completed and ideally three volunteers to form the team. She explained that she had contacted the Police for more information and would report back to the Parish Council once further information had been received.

CSM35/20/21 – CONTAINER

Cllr Coton suggested that a generator and lighting be purchased for use at annual firework night and stored in the container for use with other Parish incident/emergency use equipment. The Village Hall had a need for secure storage and be assisted in the purchase of a container for their sole use.

Cllr Palmer suggested that the best way forward would be for the Parish Council and the Village Hall Management Committee to meet in order to discuss the use of the container and what equipment each of them wanted to use the container for.

CSM36/20/21 – DONATION OF LAND

The Clerk explained that the initial paperwork had been completed by herself and the Chair and returned to the solicitors. She was now awaiting further instructions from the solicitor.

CSM37/20/21 – FENCING AROUND THE VILLAGE HALL

Cllr Hayes reported that the ditch at the front left of the hall (as observed from the front) was blocked so had been cleared. It needed to be agreed as to whether the ditch needed a fence around it for safety reasons.

Members felt that a post and rail fence was needed and instructed the Clerk to contact Tom Harrison to carry out the works.

It was also important that the fence be a low one in order not to obscure the visibility splay when driving out of the car park.

Cllr Palmer reported that a rail was broken further down the current fence and also the gateway into the Blacksmiths Field needed repairing.

It was AGREED: That the Clerk liaise with the Harrisons to install a post and rail fence around the ditch and to carry out maintenance work as stated above.

CSM38/20/21 - REPORTS

Blacksmiths Field – Cllr Palmer reported that despite signage asking members of the public to refrain from using the play equipment, mothers had been letting their young children use the equipment during the lockdown period. She also reported that Rob Brittain had been approached by some local football managers as to whether they would be able to use Blacksmiths Field for football practice/games.

Cllr Scully asked if more den poles were needed for den building. Cllr Palmer explained that the current den poles were constantly being moved further out from where they should be despite many attempts at moving them back to where they belonged. Unfortunately, the area had not got a specific space for den building and therefore felt, in her opinion, that additional posts would not be required.

Cllr Palmer asked the Clerk to inform Mid Suffolk District Council to include the new trim track items onto the play area inspection due to be carried out later in the summer. **Clerk to action.**

SALC – Cllr Coton reported that SALC had held a Zoom meeting on 11th June with the next one due to be held on 17th September. The following matters had been discussed at the meeting:

- Covid Community Board – telephone number for those that needed help
- Website Accessibility
- All homeless people within the area had been fed and housed – it was questioned whether that would continue after the easing of lockdown
- Whether schools could use public buildings to enable children return to school

Footpaths – Cllr Scully reported that FP3, near to Material Change was overgrown and had been reported. He also reported that the footpath up towards the church was becoming overgrown and needed to be cut. Cllr Haynes confirmed that Nick Hardingham had agreed to cut back the pathway.

Village Hall – Cllr Haynes reported that the Village Hall Management Committee had had a meeting booked for 25th June. Grants for the heating system had been successful and all the costs involved in the project had been agreed and fully covered. Adaptions to the work had been made which had brought the quote down to £15,000.

She also reported that the soundproofing of the divided rooms continued to be discussed and looked into.

Sustainability – There was nothing to report.

CSM39/20/21 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL

- Suffolk Cheeses had been amazing through the current coronavirus crisis by parking in the village hall car park for residents to buy their goods, which had been well supported – Than you letter to be sent. **Clerk to action.**
- Dunches Lane – update?
- Shooting nearby of birds
- Drone update – Cllr Palmer suggested that the recent drone sighting could have been to take ariel pictures of the new housing development nearby.
- Purchase of Fireworks – Member of the Social Club to attend next meeting in order to confirm additional health and safety provisions in place

CSM40/20/21 - DATES OF NEXT MEETING

It was AGREED: That the next meeting be held on Monday, 27th July 2020.

The meeting finished at 8.45pm.

Chairman: Dated: