



CREETING ST MARY PARISH COUNCIL

Minutes of the Parish Council meeting held at the Village Hall, Creting St Mary on **Wednesday, 20th October 2022 at 7.30pm.**

Present:

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

In Attendance: Cllr Matthew Hicks
J Blackburn - Clerk

CSM93/22/23 - TO RECEIVE APOLOGIES OF ABSENCE

Apologies had been received from Cllr Smart, Cllr Craggs, Cllr Cage and Cllr Norris.

CSM94/22/23 – TO RECEIVE DECLARATIONS OF INTEREST

Cllr Haynes declared an interest in Item 9 on the Agenda.

CSM95/22/23 – TO RECEIVE APPLICATIONS FOR DISPENSATION

None had been received.

CSM96/22/23 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 28th SEPTEMBER 2022

It was AGREED: That the minutes of the meeting held on 28th September 2022 be approved as a true record and signed by the Chair.

CSM97/22/23 – PUBLIC FORUM

No members of the public were present.

CSM98/22/23 - TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR M HICKS

Cllr Hicks' report had been circulated prior to the meeting and would be published on the village website.

He reported that he had taken the Parish Council's concerns to the Highways Team in relation to the newly constructed footpath on Flordon Road.

Highways reported back to Cllr Hicks stating that the footpath had been constructed correctly and in line with the Section 278 Agreement. Cllr Hicks added that Highways had confirmed that once works were completed everything would be checked against the Section 278 Agreement and if anything was incorrect its correction would be enforced.

Cllr Hicks suggested to members that once he had been informed that the works were complete, a site visit between himself, the Parish Council and a Highways Representative would be beneficial.

CSM99/22/23 - TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLRS NORRIS & CLLR PHILLIPS

Cllr Norris was not present at the meeting. His report had been circulated prior to the meeting and would be published on the village website.

CSM100/22/23 - TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS

a) CLERKS REPORT

The Clerk asked members if a Poppy Wreath was to be bought this year and if so who was going to lay it on behalf of the Parish Council.

Members agreed that a poppy wreath be purchased and they discussed who would lay it. Cllr Coton confirmed he would be happy to do it. **Clerk to action.**

In relation to insurance for the Firework Night, the Clerk reported that quotes had been received from the current insurer. For £1million cover the quote was £219.52 and for £5million cover the quote was for £300.16. Members were aware that the Needham Market Firework Night was not being held this year so more people were expected at Creeting St Mary. Therefore, they felt that the cover for £300.16 was needed and would be reimbursed by the gate money.

The Clerk also reported that the Village Hall Management Committee (VHMC) had been liaising in relation to the Village Hall page of the website. They would like extra pages and content to be added and able to be edited by a member of the Committee.

The Clerk had been in touch with Suffolk Cloud, Host of the website, who had stated that the required pages could be added at a cost of £150. Members felt that the VHMC should pay for these costs.

It was AGREED: That a Poppy Wreath be purchased. **Clerk to action.**
That the quote of £300.16 for insurance for the Firework Night be accepted. **Clerk to action**
That the cost of £150 for the additional pages of the website and £60 training fee should be paid for by the VHMC. **Clerk to action.**

b) TO RECEIVE THE CLERK'S FINANCIAL REPORT

It was reported that the Council's current financial position and movements since the last meeting. It was reported that the balance in the accounts on 14th October 2022 was £36,356.11.

c) TO AUTHORISE PAYMENTS AND NOTE RECEIPTS

The following payments be authorised:-

Jennie Blackburn	Clerk's Pay (Oct)	£339.40
Jennie Blackburn	Clerk's Office Allowance/Exp (Oct)	37.32
CFB IT Solutions	Mailbox Hosting (Jul) - outstanding	£6.00
CFB IT Solutions	Mailbox Hosting (Oct)	£6.00
SALC	Payroll Service (6 months)	£27.00
Vertas Group Ltd	Grass Cutting	£335.02
Business at CAS Ltd	Insurance Renewal	£755.73

It was AGREED: That payments totaling £1,506.47 be approved.

It was noted that the following receipt had been received:

d) DRAFT BUDGET 2023/24

The Clerk reported that as the tax base had not yet been received from the District Council, the Draft Budget would be brought to the next meeting.

CSM101/22/23 - PLANNING APPLICATIONS

Ref: DC/22/04777 - Full Planning Application - Conversion and extension of stable buildings to form 1no. dwelling Location: Creeting Hills Farm, Creeting Hills, Creeting St Mary

It was AGREED: That the Parish Council had no objections to the application. **Clerk to action.**

CSM102/22/23 - PLANNING DECISIONS

None had been received.

CSM103/22/23 – DOG BIN

Cllr Haynes reported that she had spoken with residents at Creeting Hills in relation to having a dog bin in the area, to which residents were in support of. She stated that the best place was to site the bin on a cycling route signpost at the entrance to the bridle path.

It was AGREED: That a dog bin be purchased for Creeting Hills. **Clerk to action.**

CSM104/22/23 – LILLEY'S WOOD UPDATE

It was NOTED: that maintenance works had been carried out at the Lilley's Wood site which had included clearing away brash, removal of unused tree guards and clearing litter.
A full report had been received from William Barnes.

CSM105/22/23 – PATHWAY ALONGSIDE VILLAGE HALL

The Clerk reported that she had spoken with Matt Ryland at DAB in relation to the cracking on the newly laid pathway and what could be done to rectify the issues. She was informed that due to the nearby trees the cracking would be a result of the roots underneath, also the extremely hot weather this summer would have contributed to the cracking. Mr Ryland explained that the Parish Council had been wrongly advised when a quote was given for the works as the proximity of the trees to the proposed pathway should have been discussed and he apologised.

He explained that DAB would like to replace the whole length of pathway and advised that the best product would be that of self-binding gravel, something was used widely in parks and recreational spaces. He agreed to send more information to the Clerk via email and the Clerk in turn shared the information with Members. He also confirmed that the works would be carried out free of charge.

It was AGREED: That the surface of the pathway be changed to self-binding gravel by DAB Construction. **Clerk to action.**

CSM106/22/23 – PATHWAY ALONG FLORDON ROAD

This had been discussed with Cllr Hicks during item 6 on the Agenda.

CSM107/22/23 – VILLAGE HALL CAR PARK

Cllr Haynes confirmed to members that herself and the Clerk had a site meeting arranged for the next day with a company in order to obtain advice and a quote for the re-surfacing of the front car park at the village hall.

Cllr Haynes also spoke with members about the benefits of piping the ditch at the side of the village hall and that CiL money could be used for such works.

Cllr Palmer was in favour of these works as it would mean that the ditch would not be a danger to small children and also it would make the hedgerow more accessible for maintaining.

It was AGREED: That the ditch be piped using CiL money.

CSM108/22/23 – EXTENDABLE HEDGE CUTTERS

It was AGREED: To purchase some extendable hedge cutters. **Cllr Palmer to action.**

CSM109/22/23 – VEGETATION ALONGSIDE VILLAGE HALL

It was AGREED: That William Barnes sow grass seed along the side of the new pathway/Village Hall.

CSM110/22/23 - REPORTS

Blacksmiths Field – Cllr Palmer’s report had been circulated prior to the meeting. She had nothing further to report.

SALC – Cllr Coton reported that the next Area Forum was due to be held in November.

Footpaths – Cllr Scully mentioned the proposed change of direction footpath which would exit onto All Saints Road. It wasn’t completely clear what the land owner’s intention was.

Village Hall – Cllr Haynes had nothing to report.

Sustainability – There was nothing to report.

CSM111/22/23 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL

- Pond – had dried up. Clerk to ask William Barnes to dredge it
- Fireworks delivery
- Members 6-month rule in relation to meeting attendance
- Highways Report It – road defects on All Saints Road towards the A140 and also on Church Close.

CSM112/22/23 - DATE OF NEXT MEETING

It was AGREED: That the date of the next meeting would be Thursday, 8th December 2022.

The meeting finished at 8.35pm.

Chairman: Dated: