

Copdock & Washbrook Parish Council

Minutes of the Parish Council meeting held on Tuesday 6 December 2016 at 7.30pm,
Church Room, Washbrook

Present: Chairman Keith Armes, Vice Chairman Mike Watling, County Cllr Dave Busby, District Cllr Nick Ridley, Cllr Tina Sutters, Cllr Terry Corner, Cllr Chris Coupland, Cllr Peter Jones, 4x residents, Clerk.

1276/1617 Welcome and Apologies: Chairman Keith Armes opened the meeting at 7.30pm. Apologies: District Cllr Barry Gasper, Cllr Laura Butters

1277/1617 Declaration of Interest: None

1278/1617 Minutes: The minutes of the meetings held on 1 November 2016 were approved and signed as a true record.

1279/1617 Clerks Report inc. Matters Arising – as below.

Environmental management - work continues on the Mill Lane play and zip wire area, where the brambles have been cut back to the hedging and the tree crowns lifted, opening up the space and almost doubling the area. This will now enable the grass to be cut more regularly and make the job easier by using an ordinary mower. I suggest the PC put a piece in the parish magazine informing of the work that has been carried out to encourage villagers and children to use this amenity which is now much more pleasant and can be seen from the Mill Lane play area.

Motorcycle barriers - John Simpson Highways has asked for a plan of the proposed barrier and where it will be situated. He stated this was very much a piece of non-standard kit for Highway use and would need to be looked at carefully.

Read email. MW to take some photos to establish exact location for Highways dept.

Planning application - Clements, Church Lane. There is to be a site meeting tomorrow morning which MW is going to attend. Notification was only received yesterday morning.

Village Directory - this is still awaiting work.

The Old Post Office flats, Pearsons Way - the complaint which was passed to the Community Housing Officer, Miss Gilbert, for her to deal with. Having rung twice and emailed I still have had no response.

Street Name and Numbering Service - letter received from Babergh DC offering Town & Parish Councils the chance to submit names for any developments that occur in their parish, as opposed to letting the developer name streets. It is hoped the names would have a more historical and geographical significance. Please let me have any suggestions so the full council can consider and decide which are to be forwarded to BDC for them to hold on file.

1280/1617 Adjournment: Meeting adjourned at 19.34pm

CC Dave Busby: Park and Ride at Copdock has been saved from closure, by being taken over by First Bus, prices will increase and no extension of hours. County Council met 2 weeks ago re devolution, some councils voted against, talks to continue, back to Secretary of State for discussion. Attended the site visit for Clements planning application for site access only, also walked to Coachmans, Elm Lane.

DC Nick Ridley: Devolution - nothing new. Endeavour House to be Babergh District Councils new home from May 2017, therefore 2 HQ buildings to sell. Council tax to increase. Attended the site for Clements, as above, think BDC will recommend approval as the Church Lane is well used.

Residents: Chapel Lane - verges all cleared a good job. Enquiries if traffic plans for Whights Corner have been drawn up to CC Dave Busby.

Reconvened 19.42hrs.

1281/1617 Planning:

B/16/01410 Holly Cottage, Old London Rd, C&W IP8 3JD

Outline application (all matters reserved) - Erection of 2 no. dwellings.

No objection.

B/16/01434 Coles Green Farm, Chattisham Rd, C&W IP8 3HB

Application for Listed Building Consent - Replacement of 1 no. side window and 1 no. rear rooflight.

No objection.

B/16/01588 Longlands Place, Wenham Rd, C&W IP8 3EZ

Application for Certificate of Lawfulness of an existing use - Siting and occupation of 1 no. residential caravan.

No objection.

1282/1617 Financial Matters & RFO Report:

- a) Payments for approval. MW & TS recommended for approval for payments.
- b) Draft Considerations - Finance Working Group recommended a 3% increase to keep the pre-cept at the same level as previous years. Increase due to the previous grant being withdrawn.
- c) Environmental Management - council agreed for tree works to be carried out.
- d) council agreed to SALC membership to continue but Clerk to monitor usage.

RFO Report

The Parish Council's budget position is in order, with all spending within the current financial years budget except for Environmental Management which currently has an overspend of £1,000.00.

Village Hall lease - the original lease has been unearthed from Birketts archives. However, it appears to be out of date, or there has been an informal agreement about the rent payable as the lease differs from what is being currently paid. Any local knowledge would be appreciated. Therefore the rent review is still outstanding.

Pension Scheme - Pension details obtained from An Accounting Gem accountants for pension to be set up for all employees by May 2017.

All employers have to offer a pension scheme to employees by May 2017.

Even if the employee opts out, the pension still has to be set up, there are heavy fines for not doing so.

Advice is to go with a Government backed pension scheme - a nest or peoples pension scheme.

In the first year i.e. from May 2017 employers will have to contribute 1% of employees gross salary, the same for the employees.

2nd year - employers contribution is 3%, employees 2%

3rd year - employers contribution 5%, employees 3%.

FWG (but not the RFO who is an employee) suggested 5% from year 1 and to continue with this up to the 3rd and subsequent years subject to any Government changes.

Accountants setting up costs will be between £150/£200 + VAT, with monthly running costs of approx £25 + VAT.

This needs to be approved by the full council and minuted.

106 monies - All forms are now complete, questionnaires to hand and will be sent this week to Babergh DC. This is for a new piece of play equipment at Fen View and fencing at the allotments.

SALC - subscription received for year 2017-18, increased by 3% to £415.12 from £387.00.

VC Commemorative project - a separate column has been added to the spreadsheets to allow for expenditure to be tracked for this project. As I'm sure you are aware the working group were successful in obtaining £5k funding from the Lottery England fund.

Donation request - a request has been received from Fresh-Start a charity that supports children who have sexually abused. They are asking for councils for volunteers and/or funding donations.

1283/1617 Correspondence: none.

1284/1617 Village Tidy Up Day:

TS reported 18 bags of rubbish collected including 6 car parts. Chairman Keith Armes thanked Tina Sutter for her organising. TS reported the primary school went out the week before and litter picked School Hill. Swan Hill was cleared by local farmer.

1285/1617 Motorcycle Barriers:

See Clerks report. Reports the area is still be used by motorcycles when it should only be used by pedestrians and pedal cyclists. SCC have advised they have no funding for the work.

1286/1617 Community-Led Housing Development Plan:

TC gave report, several options, decided to tidy up the existing document, distribute to households, get opinions and take information back to BDC. Distribute with In Touch magazine, also put on website, ask for replies/questions. Head the document 'Final draft Community-Led Development Plan'.

1287/1617 Play Equipment Working Group:

106 forms completed, questionnaires to hand, to be sent to BDC this week.

1288/1617 VC Commemorative Ceremony:

PJ reported the tree, near the village sign where the commemorative plaque is to be sited, ideally needs to be taken out, this will then negate the need for the village sign to be moved. However, the sign still needs a new base. A new more suitable tree will be planted in place of the felled one. Agreed for tree to be felled. Search for relatives found a grandson who will attend a party to be held the evening before, Framlingham College to help with this. TC reported the PC don't own the land the plaque will go on, therefore SCC Highways will need to issue a licence, they will carry out a site inspection.

1289/1617 Casual Vacancy: still vacant

1290/1617 Matters to be brought to the attention of the Council:

MW - attended Police Forum meeting in lounge at Copdock village hall. Next meeting 18 Jan 2017. PC to lead the defibrillator project.

Drainage by phone box in The Street, water is flowing out of the drains. Contact Highways. Trees on the green in Pheasant Rise need cutting back. Contact Open Spaces/Babergh DC. KA - Chairman's Drinks- Sun 11 December, 12 noon.

Meeting closed at 20.42hrs.