

Copdock & Washbrook Parish Council

Minutes of the Annual Meeting of the Parish Council held on Tuesday 4 September 2018 at Pavilion, Old London Rd, Copdock, 7.30pm

Present: Cllr Keith Armes, Cllr Tina Sutters, Cllr Laura Butters, District Cllr Nick Ridley, 5x residents, Clerk - Angela Chapman.

1542/1819 Chairman's Welcome & Apologies for Absence - County Cllr Chris Hudson, District Cllr Barry Gasper, Chairman Terry Corner, Vice Chair Mike Watling, Cllr Peter Jones, Cllr Ann Hurst.

1543/1819 Declaration of Interests - none

1544/1819 Minutes. Minutes of the meeting held on 3 July 2018 were altered, adopted and signed as a true record.

1545/1819 Clerk's Report including Matters Arising

There has been no confirmation as yet that the play areas inspection has been carried out, it was due to be done in August.

The updating of the Standing Orders and Financial Regulations are ongoing.

Terry, Tina & I met with Justin Lewis, highways engineer from SCC regarding the Old London Rd and the crossover junctions. Terry/Tina has put together a report for later on in the agenda. Thanks for County Councillor Chris Hudson who instigated this meeting and also apologies for not inviting him to the meeting, the PC didn't realise it was CC Hudson who had made the initial request until Justin Lewis advised.

TTV planning approval gave a planning condition of a pedestrian crossing over Old London Rd - the applicant suggests it would be better by village hall and requested PC's views.

There was a long and lengthy correspondence between a resident of Chattisham, Cllr Tina Sutters, Kevin Verlander, Rights of Way officer, SCC and myself over the use of C&W footpaths and trespassing after I received a lengthy email from someone who had used the footpaths and been involved in an incident. As a result of this, the land owner received a visit from the SCC R of W officer, has been given more signage by SCC to install on his land to make footpaths clearer. This was a potentially nasty incident that thankfully ended reasonably well, but could have gone in a very different direction.

Cllr Tina Sutters contacted Kevin Verlander, SCC Rights of Way officer, who confirmed SCC are responsible for the footbridge over the brook at Jubilee Meadow, as Cllr Tina Sutters thought. An enquiry was sent to SCC engineers, they sent a reply that no-one could understand including the R of W officer! This item is on the agenda under Finance Matters to consider the maintenance costs to the PC of the area. The PC would have to move zip wire if it were handed back to SCC. There is a maintenance cost sheet to consider under Financial Matters.

Willow tree over footpath, reported by Tina and myself some while ago has now been cleared after a firmly worded email to Matthew Lee, SCC. Four or 5 further trees along the brook towards Gladwells were also felled and cleared away as they were deemed to be dangerous. A good result eventually.

Having contacted BDC after a complaint, they have advised its the PCs decision how often the bank of grass where the Hewitt memorial sits, along with the verges next to it in front of 4 properties is cut. In any case they will only carry out the work twice a year, at present because of PCs instructions its only done once.

Environmental management, as ever, is an ongoing job. At the top end Old London Rd near Folly Lane junction the area had got to such an untidy state the FWG who met over the summer agreed for a contractor to cut central reservation, which was shoulder height making vehicle movement out of junctions dangerous, also to cut hedge and clear footpath

from Folly Lane to Woodside Cattery. A farmer local to this area had cut part of the central reservation area with a scythe, and will cut part of the hedge also. The environmental maintenance programme as a whole will be considered over the winter.
The Village Directory update is going well with all but one advertiser paid up and I understand is going to print.

Recycling bins in the Brook car park - still no response from BDC despite 3 reminders.

Leaking allotment tap was due to be fixed today.

Andy Mexome has resigned from the Parish Council which means there is a Casual Vacancy. I have put the procedure in place to find a replacement.

1546/1819 Adjournment: Meeting adjourned at 19.42pm

DC Nick Ridley: Wolsey Grange development moving forward, developers on site, road improvements needed at roundabout and traffic lights. No notices re works.

Last call made for Community Awards.

BDC Parish Liaison meeting at Pinewood 11/10/18.

8 week consultation for Local Plan on track, should be complete by end of year.

Residents: spoke about planning approval condition of a pedestrian crossing over the Old London Road. If it is really needed and has to be put in, suggested it is situated near the village hall site to make it more useful to all villagers. Planning applicant will contact Highways SCC and contact PC when done.

Reconvened 20.15hrs.

1547/1819 Planning Applications:

None.

1548/1819 Financial Matters & RFO Report:

- a) payments recommended - KA & TS approved.
- b) ratify NALC 2018/19 National Salary Award - approved
- c) ratify Clerks' overtime - approved
- d) Clerks job assessment - deferred to Oct meeting
- e) Jubilee Meadow - consider maintenance costs - it was unanimously agreed to continue to lease this area, not to lose any green space within the village which is well used. Access for maintenance is still difficult. Find the cost of new bridge from SCC. Possible funding from Locality Budget.

RFO Report

The Parish Council's budget position is in order, with all spending within the current financial years budget, apart from the 127 payments, budget £5k, expenditure standing at £5,500.

FWG will assess at next meeting.

The accounts are with the external auditor, and are still awaiting return. As reported at the last meeting in July it is very unusual for the return and report not to be back by now, but by all accounts from other Parish Clerks we are all in the same position - no one has heard back from Littlejohn. This does not bode well as all account returns should be finalised by the 30 September, which clearly is not going to happen now.

Further to last months environmental management budget consideration, as already mentioned in the Clerks report, SCC took responsibility at last to fell a fallen tree along with further trees along the Brook, this has saved the PC a considerable amount of money.

Payments approved - KA & TS.

Spreadsheets updated to 03/07/18. Copies distributed at meeting. Bank statements to 31/8/2018 available to view at meeting.

Minuted and approved KA & TS

1549/1819 Risk Assessment

Due to both Councillors who keep the register being absent from the meeting this will be deferred to the October meeting. Grit bins to be considered at the next meeting.

1550/1819 Old London Rd - traffic and road layout

Cllr Tina Sutters gave a report about the meeting with SCC Highways engineer, Clerk read out a reply from SCC. It was suggested to send an email to CC Chris Hudson, advising it would be a missed opportunity to resurface the road without changing the layout markings . Also to copy in SCC CEO Nicola Beech, siting waste of time and money on everyone's part. Clerk to contact Dave Busby re maps/plans.

1551/18/19 Mineral & Waste Site (Quarry)

Nothing further to report at present.

1552/1819 Neighbourhood Plan

Cllr Laura Butters reported following public consultation meeting which was well attended by a good cross section of residents, several volunteers had come forward to be on the steering group.

1553/1819 Representative from PC for Village Hall

It was agreed to propose to village hall committee if a Parish Council representative is needed they ask for someone to attend their meeting, and for a copy of minutes to be sent to Parish Council for transparency.

1554/1819 Matters to be brought to the attention of the Council:

Allotments - advise allotment rep AK amount and details of quote for fence.

TS - ditch deepened in Folly Lane - looks very deep and unsafe, LB advised all OK

TS - Village Tidy Up Day scheduled for 24/11/18.

Items for next agenda: none.

Meeting closed at 20.46hrs.