

DEBENHAM PARISH COUNCIL

Chair: Mrs L Cockerton

Temporary Clerk: C Williamson

Telephone: 01449 736362 /email: ecwil@hotmail.com

September 8th 2009

All Parish Councillors are summoned to attend an ordinary meeting of the Parish Council to be held on Monday, September 14th 2009 at 7.30 p.m. in Dove Cottage. All parishioners are also invited to attend this meeting.

The meeting is open to the public. Any parishioner wishing to raise a matter on the agenda should speak at item 5 or item 20.

pp Clerk

AGENDA

- 1. Apologies for absence** (County Cllr Alcock will be late)
- 2. Parish council :**
 - 2.1 Declarations of interest with regard to items on the agenda and additions to register
 - 2.2 Vacancies for councillors: to consider co-options
- 3. To confirm appointment of new clerk**
 - 3.1 Anticipated procedure re new clerk, temporary clerk and RFO
- 4. Reports (maximum 4 minutes per report please)**
 - 4.1 Police report
 - 4.2 District Councillor's report
 - 4.3 County Councillor's report
- 5. Suspension of standing orders:** *Meeting open for 10 minutes to allow members of the public to speak*
- 6. Minutes of Previous Meetings: August 17th**
- 7. Accounts for payment** (to be received)
- 8. Payments Received**
- 9. Parish surgery: October 3rd**
- 10. Planning matters:**
 - 10.1 **Approvals:** none to date
 - 10.2 **Appeal decision:** 2033/08 Willow Cottage, Bellwell Lane: details of allowing appeal
 - 10.3 **Refusals:** none to date
 - 10.4 **Applications:**
 - 1168/09: 37/39 Gracechurch Street:** retention and completion of works following fire damage: dismantling and rebuilding of brick chimney stack, removal of thatch, laying new thatch with fire prevention measures
 - 1699/09: Dove Cottage, High Street:** removal and replacement of two windows and one door with like-for-like replacement
 - 2100/09 26 Aspull Road:** Erection of single-storey rear extension following demolition of existing lean-to
 - 10.5 **Planning Correspondence**

- 11. Reports from committees and working groups, including**
 - 11.1** Terms of reference for committees and working groups
 - 11.2 Allotments and Cemeteries including:**
 - 11.2.1 To remove dead tree on cemetery boundary
 - 11.2.2 assess risk before onset of winter
 - 11.3 Play Areas including**
 - 11.3.1** Play area equipment
 - 11.3.2** Play area repairs
 - 11.4 Website** including website report
 - 11.5 Trees and Greens:**
 - 11.5.1** To consider response to Mr Spurling re Andrews Close Green
 - 11.5.2 Lock Close** - progress report
 - 11.5.3 URC Ground:**
 - 11.5.3.1** Costings for clearance of nettles etc
 - 11.5.3.2** costing for trimming limes
 - 11.5.4 Christmas Trees** - agree working party/arrangements and date (before village Christmas shopping night on 4 December)
 - 11.5.5 Consider byelaws –**
 - 11.5.5.1** Car parking on village greens/verge
 - 11.5.5.2** Dog fouling
 - 11.6 Public Lavatories:**
 - 11.6.1** Recent problems: leak in Ladies' lavatory
 - 11.7 Street Lights**
 - 11.8 Footpaths**
 - 11.9 Traffic matters in Debenham:**
 - 11.9.1** to consider setting up a working group including non-councillors
 - 11.9.2 Gracechurch St** - parking on both sides – update
 - 11.9.3** Green verge on Gracechurch Street – caravan parking etc
- 12. To consider amendments to litterpicker's route: including** need for litterpicking on Gardeners Road / Meadows Estate
- 13. DLC - donation request update**
- 14. Section 137 donations: to consider advertising**
- 15. To consider placing Simpson Charity documents in Records Office**
- 16. Community awards**
- 17. Correspondence Received: to note except were indicated-**(*to be advised*)
- 18. Correspondence sent** (does *not* include procedural mail eg between Clerk, RFO and Council)
- 19. Chair's urgent business:** any items not on this agenda but of such urgency as to merit, in the Chair's opinion, immediate action.
- 20. Suspension of standing orders:** *Meeting open for 5 minutes to allow members of the public to speak*
- 21. Any other business:** information exchange only
- 22. Date of next meeting:** September 21 (Finance, Employment and Planning), October 12th October 19th (Finance, Employment and Planning)
- 23. Temporary exclusion of press and public:** *That pursuant to the Public Bodies (Admission to Meetings) Act 1960 the Public and Press be excluded from the Meeting due to the confidential nature of the business to be discussed concerning legal issues; potentially sensitive personnel content.*

Employment matters

24. Clerks and RFO

- 24.1 To discuss procedure re new clerk, temporary clerk and RFO
- 24.2 To consider renewing Temporary Clerk's and RFO's six-monthly contract
- 24.3 To consider appointing an employment committee

25. Litterpicking:

- 25.1 Mark/Gillian Sillett - contract update
- 25.2 Training for Mark Sillett
- 25.3 Mark Sillett play inspections: ends on Oct 27
- 25.4 Explanation re Steve Hunt, stand-in litterpicker

26. Insurance claim update (if any)

27. Lower Gardeners Road Play Area –

- 27.1 to receive and consider copy letter regarding neighbouring properties
- 27.2 Removal of tree/reinstatement of fence to 91 Gardeners Road
- 27.3 Play area maintenance and ownership

Correspondence received to 11.9.09 (excluding procedural mail)

Suffolk ACRE invitation to AGM 24.9.09 at Coddham
Fenland Leisure Products brochure
MSDC Democratic and Legal Services request for info of parish council contacts
CRPE Fieldwork magazine September 2009
1 reference for Mrs Griffin
2 reference for Mrs Griffin
Suffolk View - Suffolk Preservation Society magazine Summer 2009
MSDC posters re countryside activities
Suffolk ACRE Directors' report, accounts etc for AGM 24.9.09
SCC Finance Division re o/s bills - which are not yet received
B and G Services certificate of satisfaction request
MSDC Scrutiny Committee Annual Report and letter
Local Council Review Magazine Autumn edition

Correspondence sent to 11.9.09 (excluding procedural mail)

D Gosling	reply to letter re speed limits
MSDC	information re clerk and chair
Land Registry	SIM for play area, Gardeners Road
Headley Brothers Ltd	repeat letter re annual subscription to Local Council Review