

Minutes of a meeting of Debenham Parish Council held on Monday, 15th February 2010.

Present: Cllrs L Cockerton (Chair), I Baldwin, R Blackwell, L Stock, K Voller (at 7:55pm), Mrs. C Williamson (locum clerk), District Cllr K Guthrie, County Cllr E Alcock and one member of the public.

1. **Apologies for absence:** Cllr F Winrow-Giffin, Cllr G Baxter, Cllr J Parnell, Police representative.
Absent: Cllr T Payne, Cllr J Farthing
2. **Declarations of interest with regard to items on the agenda and additions to register:** None.
3. **Reports**
 1. Police Report-Had been e-mailed to the Council and discussed.
 2. District Councillor's report-Verbal report presented.
 3. County Councillor's report- Had been e-mailed to the Council and discussed.
 4. Clerk's report- Report to the Council and discussed.
4. **Suspension of standing orders:** *Meeting open for 5 minutes to allow members of the public to speak*

A member of the public, Mr. Glen Buckingham of Framsdon, informed the council that his organisation is trying to raise awareness of the impact of oil in climate change and the need for properties to improve their insulation and use renewable energy. Any help the Council was able to give in promoting the campaign would be appreciated.

Standing Orders resumed.

5. Minutes of previous meetings:

1. January 11th 2010-Cllr Blackwell proposed acceptance of the Minutes as a true and accurate record, seconded by Cllr Baldwin, all agreed.
2. January 18th 2010-Deferred to the next meeting.
3. February 8th 2010- Deferred to the next meeting.

6. Finance

1. RFO's Report-No report was presented at this meeting as the Rfo presented a full report at the Finance and planning meeting which took place on the 8th February 2010.
2. To adopt the final asset register-Deferred to the next meeting.
3. Bank Mandate – The mandate was duly completed and signed by two members of the Council.
4. Skatepark - confirmation of funding availability- update- The clerk had requested the contact details for the Group and was now in a position to issue a letter confirming the council's financial support upon receipt of project costs.
5. To consider purchase of new laptop-Deferred to the next meeting
6. To consider donation request by Victim Support-Deferred to the next meeting -The Clerk was asked to contact the Charity in order to determine the number of Debenham residents that have been supported recently.
7. To consider donation request by Debenham Parent and Toddlers Group- A "wish list" was circulated and Cllr Cockerton proposed that £29.90 was granted to the organisation, for the purchase of a marketing banner. The proposal was seconded by Cllr. Blackwell and agreed by all. Suggestions were made regarding the placing of the "wish list" on the

website as it was agreed that most families with children may be able to donate a variety of the items on that list.

8. Accounts for payment-It was proposed by Cllr Baldwin, seconded by Cllr Voller, to approve the payment of the accounts, all agreed. The cheques were signed by Cllr Voller and will be taken to a second signatory by the Chair.

Payments:

1. HMRC G. Griffin and PC tax and NI payment	£1191.30
2. Debenham P. Church use of Dove Cottage(01.10.09 to 31.03.10)	£315.00
3. Itgen website maintenance DPC/034	£100.00
4. Anglian Water (lavatories 22.07.09 to 05.01.10)	£146.03
5. Anglian Water (allotments 07.07.09 to 18.01.10)	£65.92
6. E.C. Williamson fees and expenses 16.01.10 to 13.02.10)	£589.20
7. D. Bedwell salary January 2010 (18.01.10 to 31.01.10)	£673.71
8. HMRC payment re. January deductions	£281.00
9. D. Bedwell salary February 2010	£901.37
10. HMRC payment re. February deductions	£425.54
11. D. Bedwell expenses (shredder, ink cartridges, dividers)	£95.23
12. W A Ward Christmas tree	£155.25
13. Cllr. Cockerton (padlock for Millennium Gate)	£4.99
14. M. Sillet	£503.60
15. G Sillett	£172.80
16. B & G services	£748.23

7. Planning matters

1. **Approvals:** None
2. **Refusals:** None
3. **Applications:** None
4. **Planning Correspondence:** None

8. Litter Picking

1. To consider reviewed route-Deferred to the next meeting as Mr. Mark Sillett will be in attendance. Clerk to circulate list of proposed new routes to all Cllrs and also to Mr. Sillett.
2. Matters reported by Mr. Sillett – The cigarette ends at “The Angel PH” were being swept but a container outside for their disposal had still not been provided. Clerk to write to the Landlord thanking him for his co-operation and suggesting a container might be useful in future.

9. Committees and working groups:

1. **Allotments and Cemeteries** –The Council had previously agreed the removal of the laurel hedge at the new Urn Garden as it was felt laurel was not in keeping with that area of the cemetery. It was suggested it could be re-planted at the Scouts Hut. Clerk to ask Impact Landscaping to carry out this maintenance.
2. **Play Areas:**

1. **Pest Control** - Recreation ground – Deferred to the next meeting. Clerk to request the report from the Woodland Trust /Cllr Voller.
- 3 **Website**
 1. Report-Report circulated to the Council by e-mail and discussed. It was noted, from the report, that there has been very little response to the public transport polling question.
 2. To agree terms and conditions for editor- Deferred to the next meeting. Clerk to send Mr. Barry Woods a reminder.
- 4 **Trees and Greens:** Christmas Trees vandalism-An e-mail from the Police had been circulated to the council regarding this matter but there were no further developments. The Clerk was reminded to ask the Forge for their contribution towards the Christmas lights and Tree.
- 5 **Public Lavatories:** A new Optimiser was required in the gents WC to correct the flush mechanism. This would cost in the region of £150.00 plus fitting. It was agreed Mr. Peter Becket was asked to purchase and fit the Optimiser.

Cllr Voller informed the meeting that he would not be able to stay for the whole meeting and it was agreed that item 17 be brought forward.

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.*

Please refer to confidential minutes for item 17.

Meeting Open to the Public- *Cllr Voller left the meeting.*

The meeting was no longer quorate. Members completed discussions of the remaining agenda items on a Working Party basis for ratification at the next meeting.

- 6 **Street Lights-** It was reported that there was 1 light out in Clove Court. Cllr Blackwell had reported this to Suffolk County Council Maintenance.
- 7 **Street Furniture:**
 1. Grit bins – Final location to be agreed at the next meeting and details to be sent to County Cllr E. Alcock.
 2. Dog bin at Lower Gardeners Road-The bin has been ordered and the fitting will be organised once the bin is received.
 3. To consider memorial bench on the land behind Mencap-To be considered once the council has consulted the residents in the area.
 4. To consider replacement bench in Cemetery – Urn Garden-Clerk to find out the price of a new bench from a local manufacturer.
- 8 **Woodland**-including pest control-Deferred to the next meeting.
10. **Update on Village Green application**-SCC solicitor is seeking legal advice on this matter and will advise.
11. **To agree Meeting dates for 2010**-The Annual Parish Meeting would be held on the 26th April 2010. Remaining meeting dates are second and third Monday of the month, with the exception of August and December.

12. Correspondence including:

1. Waste Core Strategy Documents-Deferred to the next meeting.
2. East of England Development Agency survey re. Broadband speed - Clerk to refer this matter to the website.
3. Donation request for Debenham Funday-Deferred to the next meeting
4. Democratic & Legal Services-Parish liaison meeting- The Chair has agreed to attend the morning session.
5. SCC site visit 27.11.2009 report and recommendations- Deferred to the next meeting. Clerk to send a letter to SCC stating that the Council has not had enough time to discuss the report. Clerk also to remind all Cllrs to ensure that they read the report before the next meeting.

13. Chair's urgent business: any items not on this agenda but of such urgency as to merit, in the Chair's opinion, immediate action- An e-mail had been received from Miss Jenny Jinks of Suffolk Wildlife regarding a request for a volunteer to lead a history walk around Debenham in September. Details of the nominated volunteer were required by beginning of March. The Clerk was asked to contact the Secretary of the Debenham History Society to as whether they could recommend a volunteer to conduct the walk.

14. Any other business: information exchange only
It was reported that a resident was concerned over what he believed to be the excessive trimming of the hedge beside the fire station. The Clerk was asked to make inquiries in order to find out who may have carried out this trimming.

15. Date of next meeting: March 8th (Finance, Employment and Planning),
March 15th (Ordinary)

With no further matters to be discussed, the meeting ended at 09:50p.m.

.....ChairDate