

Minutes of a meeting of the Debenham Parish Council held on Monday March 15th 2010 at Dove Cottage.

Present: Cllrs L Cockerton (Chair), R Blackwell, L Stock, J Parnell, K Voller, T Payne (arrived at 7:40pm) and in attendance the Clerk D Bedwell, District Cllr K Guthrie, County Cllr E Alcock, Police representative and one member of the public.

1. **Apologies for absence:** Cllr I Baldwin, Cllr G Baxter and Cllr F Winrow-Giffin
Absent: Cllr J Farthing
2. **Declarations of interest with regard to items on the agenda and additions to register:** None
3. **Reports**
 1. Police Report: written report received and noted
 2. District Councillor's report: District Cllr K Guthrie gave a verbal report and this was received. The District Cllr informed the Council of her involvement with Mr. Roy Barker, who holds the portfolio for the waste/recycling centre, in her attempt to alleviate the problem at the DLC waste recycling area. This will be achieved by changing the footprint of the currently L shaped area and new fencing, for which District and County have contributed heavily. Cllr Guthrie also gave the Council the new MSDC Advertising Protocol and reported that there will be a meeting in the current week to discuss the Snoasis – affordable homes aspect.
 3. County Councillor's report: County Cllr E Alcock gave a verbal report and this was received. The grit bins application for funding had been submitted. On May 27th 2010, the twelve month appointment of the County Council Chairman will take place.
4. **Suspension of standing orders:** *Meeting open for 5 minutes to allow members of the public to speak*

Meeting open

A member of the public expressed his concern at the percentage increase for the 2010/2011 precept. The Council informed the member of the public that such increase was necessary in order for the Parish Council to support local organisations that are in need of considerable financial support and that in real terms the increase was minimal and in the region of a few pence per week.

5. **Minutes of previous meetings:**
 1. February 15th 2010: this set of minutes was deemed to be an accurate record of the meeting held. This was proposed by Cllr Blackwell, seconded by Cllr Stock, Cllrs Parnell and Payne abstained, agreed by the remaining Cllrs.
6. **Finance**
 1. To adopt the final asset register: deferred to the next meeting.
 2. Bank Mandate – update: The clerk had further contacted Barclays and is now in a position to carry out inter account transfers by phone. The necessary details for online access are in the post.
 3. Skatepark – update: no further news to report at this stage.

4. To consider purchase of new laptop: deferred to next meeting as Clerk needs to check the legalities regarding one of the possible proposals.
5. To consider donation request by Victim Support-update-deferred to next meeting
6. Accounts for payment:

1. UK Hosts Inv 70,71,72	£282.00
2. Glasdon (dog bin)	£319.97
3. Data Protection Act renewal	£35.00
4. B&G Services (01.02.10 to 28.02.10)	£720.98
5. Clerk salary March 2010	£901.17
6. Clerks expenses	£16.00
7. HMRC tax and NI payments	£425.74
8. C Williamson (re Anglian Water)	£65.92
9. B J Woods	£100.00
10. M Sillett (12.02.10 to 08.03.10)	£496.80
11. G Sillett	£196.80
12. Debenham Parent and Toddler Group (s137)	£29.50
13. Cllr Baldwin (filling cabinet keys)	£11.40

7. Planning matters

1. Approvals: none.
2. Refusals: none.
3. Applications:
 1. 0103/10 – 68 High Street-two storey rear extension to existing residential dwelling (amended design to 1383/08). It was proposed by Cllr Voller, seconded by Cllr Parnell and agreed by all to agree this planning application, subject to the neighbouring properties not having any objections.
 2. Any other received.
 - 1.0499/10 – Windy Ridge, Little London Hill - Erection of two storey side extension with single storey garage attached to front. It was proposed by Cllr Voller to agree this application. This was seconded by Cllr Blackwell and agreed by all.
 - 2.0474/10 – 15 Sackville Street – Erection of 2 storey side extension with pitched roof. It was proposed by Cllr Blackwell to agree this application. This was seconded by Cllr Voller and agreed by all.
 - 3.0547/10- 24 Aspoll Road – Erection of single storey rear extension following demolition of conservatory. It was proposed by Cllr Payne to agree this planning application, subject to the extension being built using grey brick as seen at the front of the property. This proposal was seconded by Cllr Blackwell and agreed by all.
4. Planning Correspondence-The clerk had received an e-mail from MSDC regarding her earlier information request re application 103/10.

8. Clerks report: received and noted.

9. Litter Picking

1. To consider reviewed route: The list of new areas to be added to the existing route were agreed as follows: a) Little London Hill b) The Green next to the Mencap Home (hedges) c) The

Wooded area next to Cemetery Drive, to the right d) The DLC e) In between the Children's Centre and the Tennis Courts, leading to the School.

Mr. Sillett is to include these areas at his discretion and from March 31st his hours change to 24 per week. This was proposed by Cllr Parnell, seconded by Cllr Voller and agreed by all. Additional areas would be added to the discretionary hour as and when they occurred.

10. Committees and working groups:

1. Allotments and Cemeteries

1. Agricultural holding update: included in Clerks report.
2. Winter maintenance: the Clerk had asked Impact Landscaping to remove the Laurel Hedge from the Urn Garden and it was suggested that it would be best for it not to be replanted at the Scouts Hut and for an alternative site to be discussed.
3. Review of cemetery charges 2010/11: As figures are within budget for the current financial year, it was agreed to leave the charges as they are. Cllr Cockerton raised the matter of the 10 year grave reservation charge and whether people in their late 80's should be charged for its renewal. This was discussed and the Council decided that it should remain as it is.

2. Play Areas:

1. Pest Control - Recreation ground – to agree procedure to implement pest control: deferred to the next meeting pending comments from local Police regarding the proposed procedure..
2. To consider Playground Inspection training with Rospa for Mr. Sillett: deferred to the next meeting
3. Lower Gardeners Road Play area –report: The Treasury Solicitor was looking at the play area in relationship to SK8499 and whether there had been any sort of agreement re the transfer of the open spaces from the developer to MSDC back in the 70s.
4. Lower Gardeners Road Play area –removal of swings: the clerk informed the Council that two quotes had previously been requested, one from N Moyce and one from MSDC. The Clerk was asked to request an updated quote from N Moyce. Include on next agenda

3. Website

1. Report: this was received and noted.
2. To agree terms and conditions for editor: deferred to next meeting

4. **Trees and Greens:** Christmas Trees vandalism-update: The police representative informed the Council that he believed he knew who the perpetrators were and informal action would be taken pending further investigation.

5. **Public Lavatories:** report on ongoing maintenance-purchase and installation of Optimiser: It was agreed that Cllr Blackwell will purchase the necessary part on behalf of the Council to be fitted by Mr. P Beckett.

6. **Street Lights:** Recently received invoice to be queried by the clerk.

7. Street Furniture:

1. Grit bins – progress: application for funding has been submitted by County Cllr Alcock.

2. Dog bin at Lower Gardeners Road-progress: Clerk had requested a quote from N Moyce. Clerk to further contact Mr Moyce with the exact location next to the existing waste bin.
 3. Memorial bench on the land behind Mencap-update: deferred.
 4. Repair of bench in Cemetery – Urn Garden-update: The metal frame work was sound. Clerk to contact N Moyce and request a quote for the replacement of the wooden slats.
- 8 **Woodland**-including pest control: Cllr Voller informed the Council that he would arrange for clearance of the brambles in area above the lake to assist pest control measures. The Woodland Trust would be dealing with the warrens on their land (Hogs Kiss Wood).

11. Update on Village Green application-SK8499: In response to the public outcry last year to the problems with the green next to Lock Close, the Council continued to investigate the options for ensuring its future as a public space, including purchase. The Council was in discussion with the Crown Solicitor. Meanwhile, the application to designate the area as a village green was still in the hands of the Suffolk County Council Solicitor. Any further news would be made available when possible.

12. To consider formal request for Police to enforce driving and parking regulations near the Primary School: It was proposed by Cllr Voller that an official letter be written to the Police requesting action to this problem. This was seconded by Cllr Blackwell and agreed by all.

13. Correspondence including

1. SCC site visit 27.11.2009 report and recommendations: deferred to next meeting. Clerk to write letter to SCC with further requests for information.
2. BDO Audit Briefing Winter 2010
3. MSDC Annual Playground Inspections-2010, fee £42.00. Clerk to confirm with MSDC that the Council wished to take part in the MSDC arranged annual ROSPA inspection – (all Debenham playa areas). At the same time asking whether Mr. Sillett could accompany the ROSPA inspector in order to qualify for the ROSPA weekly inspection certificate.
4. Suffolk Walking Festival 15.05.2010 to 06.06.2010-details circulated.
5. HMRC Employer Pack 2010-noted.
6. Suffolk County Welfare Advisory Committee-The Royal British Legion support to current and former Armed Forces personnel publicity literature-would be displayed on parish notice board and forwarded to parish magazine.
7. Closure of Pyramids Playbus: Clerk to forward information to Debenham Parent and Toddler Group and the Roundabout Playschool.
8. SCC Youth and Connexions Service-invitation to support group meeting March 29th-Youth support Councillors to attend.
9. SCC High Suffolk Centre-Collective Committee minutes-for circulation.
10. Suffolk CC-Notification of road closure –B1077, Harborough Cottage, Aspell.
11. Suffolk CC-draft Fire Action Plan2010/11-Comments to Suffolk by 30.04.10-deferred to the next meeting.

14. Chair's urgent business: any items not on this agenda but of such urgency as to merit, in the Chair's opinion, immediate action:

1. The Saturday Morning Surgery April 3rd at Dove Cottage. Cllr Blackwell offered to attend. Clerk to notify District Councillor and local Police.

