

Minutes of a meeting of the Debenham Parish Council held on May 17th 2010 at Dove Cottage.

Present: Cllr L Cockerton (Chair), Cllr F Winrow-Giffin (Vice-Chair) arrived at 7:40, Cllr J Parnell, Cllr I Baldwin, Cllr L Stock, Cllr R Blackwell, Cllr K Voller, Mrs. D Bedwell (Clerk) PCSO Bales and three members of the public.

1. **Election of Chairman**-It was proposed by Cllr Blackwell, seconded by Cllr Parnell to re-elect Cllr L Cockerton to the post of Chair. All Cllrs voted in favour of this proposal and Cllr Cockerton dully signed the Declaration of Acceptance of Office.
2. **Apologies for absence**-Cllr Payne and County Cllr Eddy Alcock
Absent: Cllr J Farthing and District Councillor K Guthrie
3. **Declarations of interest with regard to items on the agenda and additions to register**-Cllr Stock declared an interest on item 15.3.
4. **Election of Vice Chairman**- Cllr Blackwell nominated Cllr Winrow-Giffin to the post of Vice Chair. This was seconded by Cllr Parnell and agreed by all.
5. **Reports**
 1. **Police Report**-The Police report was presented to the Council. It was reported that parishioners had complained about the fact that uniformed officers had not been seen in the village recently. PCSO Bales informed the Council that officers are still going out during the evening and at the week ends but there was not so much police presence during week nights. The reduced number of foot patrols was due to priorities in other areas.
The Clerk also reported that she had been contacted by concerned residents regarding the parking on double yellow lines and the double parking on Aspell Road that is causing an obstruction. The Clerk also asked how often the Police enforced parking restrictions. PCSO Bales was also asked to find out how many tickets had been issued following enforcement at the Primary School
It was also mentioned that the no parking within 10 metres of a junction was not being enforced and that, for example, on Low Road there was always a car parked. The same happened at many other junctions in Debenham. PCSO Bales informed the Council that if residents do not feel that there are enough parking facilities in the Village, it would be up to the Parish Council to deal with a possible request for extra parking. He also asked the Parish Council to publicise in the Parish magazine and the Website that enforcement will be taking place, in the hope that this advance warning may also act as a deterrent. There was also concern for the buses coming out of Gracechurch Street and causing an obstruction as they follow one after another. PCSO Bales advised the Council to take the matter up with the school and the Clerk was asked to write to the school and ask about the possibility of the buses being staggered.
 2. **District Councillor's report**-A report was not available.
 3. **County Councillor's report**- The County Councillor had no news to report.
6. **Suspension of standing orders:** *Meeting open for 5 minutes to allow members of the public to speak*

Meeting open

Mrs Bedford-Lane had sent a second letter to the Council regarding her concerns with Aspell Road. Some of the issues mentioned were the heavy vehicles passing through the same road, speeding vehicles and double parking. Mrs. Bedford Lane had, in her letter, made some suggestions which may help alleviate the problems.

The Clerk was asked to contact Highways in order to arrange a site visit.

Mr. Keeble expressed his disappointment at the fact that there is a considerable waiting list for an allotment space and asked if there was anything that could be done in order to speed the process up. He was even prepared to consider renting half a plot if a full one was not available. The Council agreed to keep Mr. Keeble informed of the plan of action once the matter has been further discussed.

Mr Rob Marsh-Feily, who was representing planning application 0360/10-Land to rear of no. 2 Great Back Lane- Erection of 1 ½ storey detached dwelling- did a small presentation in which he described the proposed development and answered resulting questions from the Parish Council.

7. To adopt Standing Orders of the council-deferred

8. To adopt the Financial Regulations of the Council-deferred

9. To confirm Standing Orders/direct debits at bank:

Friends of the Museum of East Anglia-s/o £10.00 pa

Council for the Preservation of Rural England-s/o £17.50 pa

Suffolk Wildlife Trust-s/o £25.00 pa

Suffolk Rural Community Council (Suffolk Acre-s/o £5.00pa

Anglian Water - Allotments and Public WC water supply- d/d approx. £200 pa

The standing orders/direct debits were adopted. This was proposed by Cllr Voller, seconded by Cllr Blackwell and agreed by all.

10. To appoint members of Committees:

1. Cemetery/Allotments- Cllr Cockerton, Cllr Stock and Cllr Voller

2. Finance/Employment-All members

3. Planning-All members

The appointment of the above Committee members was proposed by Cllr Baldwin, seconded by Cllr Stock and agreed by all.

11. To appoint working groups/individual representatives:

Playareas-existing: Cllrs Mrs. Winrow-Giffin & Voller

Trees and Greens: Cllr Voller

Street Furniture: Cllrs Mrs Cockerton , Cllr Farthing and Cllr Parnell

Street Lighting: Cllr Blackwell

Public Transport: Cllr Baldwin

Emergency (flooding/snow, etc): all members and the Clerk

Policy/Risk Assessment: all members

Woodlands and Waterways: Cllr Voller, Cllr Blackwell, Mr G Baxter and Mr R Walters

Parish Council Community Awards: all members

Parish Council Surgeries: all members

Website: Clerk plus all members

Public Rights of Way: Cllr Mrs Winrow-Giffin

URC Memorial Garden-Cllr Cockerton, Cllr Farthing, Cllr Parnell and Mrs. A Evans

Communications: Clerk and Chair

Public Liaison: to appoint

The above were proposed on block by Cllr Stock, seconded by Cllr Baldwin and agreed by all.

12. To appoint representatives of other bodies:

Sir Robert Hitcham Foundation: Mr G Baxter

Youth Support Group: Cllr Mrs Winrow-Giffin

Simpson Charity: Cllr Voller

DVH & PFT Liaison-all members

SALC Liaison-Clerk

The above were proposed in block by Cllr Stock, seconded by Cllr Baldwin and agreed by all.

13. **To approve Minutes of the previous meeting-April 19th 2010**-These were deemed to be an accurate record of the meeting, proposed by Cllr Blackwell, seconded by Cllr Parnell. Cllrs Baldwin and Winrow-Gifin abstained, as they had not been present. Agreed by the remaining Councillors.

14. Finance

1. Bank Mandate – update –The Clerk will collect the necessary forms from the bank.
2. Skatepark –update-The Chair of the DVH&PFT had been approached by one of the Cllrs, trying to determine the reasons behind the suggested annual rent of £3000. Mrs Morley had said that that figure was purely a starting point for discussions and that young people using other facilities in the DVH&PFT have to incur a cost, therefore so should the users of the skatepark. There were also other considerations, such as age restrictions, surveillance and adult supervision.
Following discussions regarding an alternative site, it was decided that the Woodland was not a suitable option. The Recreation Ground has not been much in use and Project D had thought about consulting the residents to get their views. An appeal was also going to be launched on the media to gauge whether any other site may be indentified.
3. Accounts for payment-The payment of the following accounts was proposed by Cllr Stock, seconded by Cllr Voller and agreed by all.

Payments:

1. Environment Agency (drainage charges)	£22.63
2. B & G Services (Inv 032119 30.11.09 to 01.01.09)paid previously with cheque no. 100167, They have not received cheque and it has not been cashed to date	£882.05
3. Itgen (May 2010)	£100.00
4. SALC (new clerks training day and burial law)	£76.38
5. B & G Services (05.04.10 to 02.05.10)	£766.55
6. Clerks salary (May 2010)	£901.17
7. HMRC tax and NI payments (May 2010)	£425.74
8. Clerks expenses (ink cartridges)	£39.90
9. Mrs. L Cockerton Chairman's allowance for 2009/2010	£120.00
10. East Suffolk Drainage Board (allotments)	£5.61
11. Mr. M Sillett	£518.40
12. Mrs. G Sillett	£172.80

Receipts:

1. Memorial Mr. K Copping	£94.00
2. Grave res Mr & Mrs J Wilkins senior	£94.00
3. Grave res Mr & Mrs J Wilkins junior	£94.00
4. Grave res E1/18	£94.00
5. Cllr Alcock's Locality Budget Contribution towards grit bins	£500.00
6. Precept	£30.645.00

4. Moon Beever Solicitors-re MRB Plumbing & Heating Limited (in liquidation)-update- The Clerk had not received any communication from Moon Beever.

5. Presentation and approval of Year End Accounts to 31st March 2010-Deferred to next meeting.

15. Planning matters

1. Approvals: none received
2. Refusals: none received
3. Applications:
4. 0360/10-Land to rear of no. 2 Great Back Lane- Erection of 1 ½ storey detached dwelling- A letter from Mr. Alistar Webb was read to the Council. Following further discussions, on the grounds the proposal would enhance the area, material planning objections could not be found and there had been no objections from Highways nor neighbouring residents, Cllr Blackwell proposed a recommendation of approval, seconded Cllr Voller – four in favour, three abstentions, the proposal was carried.
5. Planning Correspondence-none received

16. Clerks report-This was presented to the Council-copy attached to minutes.

17. Litter Picking -deferred

18. Committees and working groups:

1. **Allotments and Cemeteries**
 1. Winter maintenance-deferred
 2. Repair of Urn Garden bench-update-deferred
 3. To consider provision of additional allotments-It was reported that some allotments are not being maintained to an acceptable standard and that the Council may need to write to the holders in order to request that action is taken. It may be that the holder no longer wishes to keep the allotment or may prefer a smaller size, in which case they might be prepared to let go or even reduced the plot to half, which would benefit parishioners on the waiting list. It was also agreed that the Clerk would write to Mr. Durie and ask whether he would be prepared to relinquish part or whole of the agricultural holding, which could then be turned into additional allotment spaces.
2. **Play Areas:**
 1. Pest Control - Recreation ground/Cemetery– to agree procedure to implement pest control-deferred
 2. The provision of new Play equipment aimed at lower age group-deferred
 3. Playground Inspection training with Rospa for Mr. Sillett-update-deferred
 4. Lower Gardeners Road Play area
 - (i) removal of swings-update-deferred
 - (ii) reinstatement of boundary fence-deferred
- 3 **Website**
 1. Report-deferred
- 4 **Trees and Greens:**
 - (i) Village green use for events-deferred
- 5 **Public Lavatories:** report on ongoing maintenance-purchase and installation of Optimiser-It was reported that delivery of this part was imminent. The new toilet roll holder in the gents had been damaged. B&G would be providing a quote to replace in stainless steel.
- 6 **Street Lights**-deferred
- 7 **Street Furniture:**
 1. Grit bins and to consider additional bin for Raewald Way-deferred
 2. Dog bin at Lower Gardeners Road-progress-deferred
 3. Memorial bench on the land behind Mencap-update-deferred

19. Update on Village Green application-SK8499- It was reported that the MSDC had the transfer document for ownership of the land for signature by the Parish Council and that a second resolution was required for matters to proceed. Therefore, the council agreed to acquire the property registered as SK8499 as per the resolution made on January 18th 2010 (minute 21) on the terms put forward by the Crown Estate* in their letters to MSDC dated September 10th and November 3rd 2009 and that the execution of the transfer should be carried out by the clerk. A certified copy of this resolution to be sent to MSDC Legal Department forthwith.

- *1. The whole of the property known as SK8499
- 2. Payment of CE legal costs unless they withdraw from the transaction
- 3. Covenant included securing use of land for public benefit

This second resolution was proposed by Cllr Blackwell, seconded by Cllr Winrow-Giffin and agreed by all.

20. Saturday morning Surgery July 3rd 2010: to agree format-It was suggested that this surgery should include the Police and the URC Memorial plans should be made available to the public. The Clerk will also be attending as this could be an opportunity for parishioners to meet their new Clerk.

- 21. SCC site visit 27.11.09 report and recommendations-update-deferred**
- 22. Correspondence including:**
Suffolk Joint Emergency Planning Unit-agenda item for next month.

Letter from Mrs. Beresford-Lane re highway issues to be circulated for consideration

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

24. Any other business: information exchange only-Cllr Voller had submitted the form for the Village of the Year competition. The Parish Council wished to thank Cllr Voller for all his hard work on this matter.

Cllr Stock reported on a recent conversation with County Cllr Alcock regarding the skatepark project and it was hoped that a positive solution to getting the park up and running would be found soon.

- 25. Date of next meeting:** June 14th (Finance and Planning) and June 21st (Ordinary)

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.*

With no further matters to be transacted, the meeting ended at 10:45pm.

LEC/DB May 10th 2010

