

Minutes of a meeting of the Debenham Parish Council held on Monday 19th April 2010, at Dove Cottage.

Present: Cllr L Cockerton (Chair), Cllr R Blackwell, Cllr J Parnell, Cllr L Stock, Cllr K Voller, District Cllr K Guthrie, police representative and Clerk, Mrs. D Bedwell.

1. **Apologies for absence:** Cllr F W-Giffin, Cllr I Baldwin, Cllr G Baxter, Cllr Payne and County Cllr Alcock

Absent: Cllr J Farthing

2. **Declarations of interest with regard to items on the agenda and additions to register-**Cllr L Stock declared an interest on item 7.3 and Cllr R Blackwell declared an interest on item 6.5

3. Reports

1. Police Report- Sgt Nick Emerick presented a report to the Council. Some of the highlights included a reminder for members of the public to take extra care with their garden equipment and to keep it securely locked. The police believe that their presence in the village is acting as a deterrent to anti-social behaviour. The Youth Club had been successful in securing extra funding from Mr Gareth Moir, which may facilitate an extra day a week. There would be a new intake of PCSO's in June and the police were hopeful that Debenham may benefit from extra staff. The SNT would remain based in Debenham, with Response Officers being based at nine different response centres throughout the county. The SNT is in charge of local policing, routine patrols and local problems, which involves working with other agencies, whilst the Response Officers will attend to crime in progress, traffic accidents, burglaries, etc. The Crime Investigation Bureau will deal with volume crime, collect exhibits and take statements. The Council were also informed that the next SNT meeting would be taking place at the Sports Club at old Newton on May 12th at 7:00pm.

There was also a brief discussion regarding the matter of pest control and what procedures should be implemented for Health and Safety reasons. Sgt Emerick advised that a notice should be put up at least one day before, parishioners at Coopers Field should be alerted, the Police must be notified beforehand and the person carrying out the pest control should liaise with PCSO Chris Bales in order to ensure that all safety aspects are covered.

2. District Councillor's report-Report was received by the Council. Cllr Stock referred to a presentation given by Cllr Payne which highlighted the fact that Stowmarket is only one hour away from the Stratford train Station. With the Olympics in 2012, there would be a considerable influx of visitors, seeking holiday accommodation. Did the District Councillor believe that enough effort had been put into raising the public's awareness of local B &B's and holiday lets? The District Councillor reassured the Council that a considerable number of initiatives had begun and were in progress to address this matter. She would send the necessary information electronically to the Clerk who would circulate it to the Council.
3. County Councillor's report- Cllr Alcock did not have any news to report on this occasion and would submit a full report at the Annual Parish Meeting.

4. **Suspension of standing orders:** *Meeting open for 5 minutes to allow members of the public to speak* – No members of the public present.

Meeting open

5. Minutes of previous meetings:

1. March 15th 2010-These were deemed to be an accurate record of the meeting, proposed by Cllr Parnell, seconded by Cllr Voller and agreed by all.

6. Finance

1. Bank Mandate – update- The clerk had still not received the necessary documentation from Barclays and would be chasing the matter. The Clerk was further asked to make enquiries regarding the possibility of increasing the number of authorised cheque signatories.
2. Skate park – update- There had been no news to report.
3. To consider donation request by Victim Support-update- It was proposed by Cllr Stock and seconded by Cllr Voller to donate £50.00 to Victim Support. This was agreed by all.
4. Accounts for payment: It was proposed by Cllr Voller and seconded by Cllr Blackwell that the following accounts should be paid. Agreed by all.

B&G Services (01.03.10 to 04.04.10)	£901.23
High School Donation (Duke of Edinburgh)	£200.00
Insurance (Aon Limited)-2010/2011	£1823.98
SCC Street Light 50, Little Back Lane (change supply)	£1001.95
MSDC Non domestic rate demand cemetery (14.04.10 to 14.01.11)	£115.53
MSDC Non domestic rate demand public wc (14.04.10 to 14.01.11)	£304.04
Suffolk Acre membership renewal	£25.00
N Power Public wc (30.11.09 to 02.03.10) paid by direct debit	£36.63
SALC subscriptions & 14 copies of The Local Councillor	£609.20
Phil Mason clock winding services Oct 2009 to March 2010)	£155.00
UK Hosts Deb 73 (April 2010)	£94.00
Itgen DPC/036 (April 2010)	£100.00
Clerks salary April 2010	£901.17
HMRC tax and NI payments	£425.74
Clerk's admin expenses	£127.46
Locum Clerk C Williamson	£264.86
M Sillett	£711.90
G Sillett	£216.00

Receipts:

The Forge Christmas tree and lights contribution	£200.00
Anglian Water refund by cheque(wc account)	£65.92
Anglian Water refund by credit to account (allotments)	£146.03
MSDC Street Cleansing Grant	£1559.87
F Masters memorial fee Edna Heycock	£94.00

5. To consider application for funding DLC-Deferred until meeting between DVH&PFT trustees and the Parish Council has taken place. In the meantime, it was reported that The DVH&PFT are not able to claim the vat on the purchase of the oil tank, which the Parish Council are funding to a total of £3000.00. It was therefore proposed by Cllr Stock

that the Parish Council further funds the purchase of the oil tank by adding an extra £525.00, which includes the payment of the respective vat. This was seconded by Cllr Voller and agreed by all, with the exception of Cllr Blackwell who had declared his abstention. This amount would be payable upon receipt of the invoice.

6. Moon Beever Solicitors-re MRB Plumbing & Heating Limited (in liquidation)-update-No reply had been received from Moon Beever, therefore deferred to next meeting.
7. Presentation of Year End Accounts to 31st March 2010-draft-This was presented to the Council. As the Clerk is still in the process of finalising these, it was agreed to defer it to the next meeting.

7. Planning matters

1. Approvals- None received.
2. Refusals- None received.
3. Applications:
 1. 0360/10-Land to rear of no. 2 Great Back Lane- Erection of 1 ½ storey detached dwelling. The Council agreed to request an extension to the deadline by which a reply had to be sent in order to obtain clearer information on the following: details on the front cedar screening which seems to be too overbearing, the overall height of the building difference between proposed new build and existing stable block. The Council would also benefit from an example of such screening in situ that could be viewed.
4. Planning Correspondence-None received.

8. Clerks report-The clerk had no report to present to the Council and would be reporting on current matters during the meeting.

9. Litter Picking

1. To agree reviewed Street Cleansing contract- the Clerk was asked to add the new agreed areas to the existing contract and send a revised copy to Mr. and Mrs. Sillett.

10. Committees and working groups:

1. **Allotments and Cemeteries**- A letter had been received from a resident expressing his frustration at the fact that he would like to rent an allotment space but due to the existing waiting list it would be some time before one became available. The matter was discussed and it was agreed the May polling question on the website should gauge the demand for allotments and ask parishioners for their suggestions as to "How can we provide more allotments?". It was also agreed that this issue warranted further discussion and would be included on the next agenda. It was suggested the Allotment Holder Association was contacted and their involvement requested.
 1. Agricultural holding update- the Clerk was happy to report that the fence had now been repaired to its original state.
 2. Winter maintenance-nothing to report.
 3. Repair of Urn Garden bench-update-deferred to next meeting.
2. **Play Areas:**

1. Pest Control - Recreation ground/Cemetery– to agree procedure to implement pest control-Mr. Sillett would be directed to contact Sgt Emerick in order to ensure compliance with all recommendations.
2. Playground Inspection training with Rospa for Mr. Sillett-update- the Clerk was still waiting to hear from Rospa and MSDC. Deferred to next meeting.
3. Lower Gardeners Road Play area
 - (i) removal of swings-update-Deferred to next meeting.
 - (ii) reinstatement of boundary fence-Deferred to next meeting.

3 **Website**

1. Report, including new Poling Question-The Editor’s report had been circulated. The new poling question was agreed to gauge the demand and suggestions as to “How can we provide more allotments?”
2. To agree terms and conditions for editor-Deferred to next meeting.

4 **Trees and Greens:** Christmas Trees vandalism-update- As the Parish council was not likely to receive any further updates on this matter, it was agreed to remove it from the agenda in future meetings.

5 **Public Lavatories:** report on ongoing maintenance-purchase and installation of Optimiser-Deferred to next meeting.

6 **Street Lights**-Invoice from SCC for £1001.05-update- This job had been requested by the former Clerk in November 2008 and SCC had only recently been able to submit an invoice. The job had been carried out and the payment agreed.

7 **Street Furniture:**

1. Grit bins – progress-All the necessary forms had been completed and sent by the Clerk. Payment had been processed but had to be put on hold pending our County Councillors support of the coming elections.
2. Dog bin at Lower Gardeners Road-progress-deferred to next meeting.
3. Memorial bench on the land behind Mencap-update-It was decided that once ownership of the Green had been verified, permission would be sought from MSDC and letters would be sent to the residents in the area.

8 **Woodland**-including pest control-Deferred to next meeting.

11. Update on Village Green application-SK8499-Nothing to report.

12. Saturday morning Surgery – April 3rd 2010-update. A request for an extra dog bin had been received. It had also been suggested that a group of dog owners could be approached in order to sponsor a new dog bin, with the possibility of a deceased dog’s name being placed on the bin.

13. Report on Youth Meeting at High Suffolk Centre 29th March-The focus had been on looking at all the provision that there is in the village for the youth. It had become quite apparent that there are quite a number of initiatives already in place that could cater for a variety of needs and preferences.

14. SCC site visit 27.11.09 report and recommendations-update-The Clerk was asked to further contact Mrs. Julia Proctor and Mr. Bob Baniels to enable council members to fully consider the site visit report.

15. Correspondence including

1. MSDC Village of the Year Competition 2010-Handed to Cllr Voller and included on the next agenda.
2. Ms. Bedford Lane-Neighbourhood Watch donation to East Anglian Air Ambulance

3. Information Commissioner's Office-Confirmation of changes to register entry
4. Information Commissioner's Office-Confirmation of renewal
5. Thornam Walks Activities May 2010-Clr Cockerton to place on Noticeboard.
6. Anglian Water notification of credit to account-Allotments (£146.03)
7. BDO Annual Return and documentation for year ended 31st March 2010
8. SALC notification re. Annual General meeting
9. Home Start-letter of thanks re. last year's donation
10. Suffolk Acre Community Awards-deadline 30.4.10- Cllr Voller volunteered to complete the form.
11. SCC Waste Core Strategy Development Plan Document-circulated to all Cllrs (see e-mail dated 24.03.10)
12. HM Revenue and Customs-notice to file online
13. Anglian Water notification of refund for £65.92 –Public WC(chèque enclosed)
14. SCC Locality Budget-Scrutiny and Monitoring Specialist-request for confirmation in writing.
15. MSDC Legal services- Formal application form for proposed Street Closure at High Street/Gracechurch Street

16. Chair's urgent business: any items not on this agenda but of such urgency as to merit, in the Chair's opinion, immediate action- the Council had received a request for a Plant Stall for St. Elisabeth's Hospice. The Council agreed to the use of the green and the Clerk was asked to ascertain whether the volunteers could be covered under the Council's Insurance Policy, failing which evidence of their own public liability cover would be required.

17. Any other business: information exchange only-No further matters were discussed.

18. Date of next meeting: April 26th (Annual Parish).

There being no further business to be transacted, the meeting ended at 10:25pm.

Chair:.....

Date:.....