

**DRAFT MINUTES OF MEETING OF CONEY WESTON PARISH COUNCIL
HELD ON THURSDAY NOVEMBER 3rd 2016**

PRESENT: Councillors: B. Hogg (Chair), P. Clarke, P. Fleig, C. Flood, D. Haycock, J. Ladell, D. Stewardson, County Councillor J. Spicer and Borough Councillor A. Smith, R. Jay (Clerk) and eight members of the public.

1. Apologies: None
2. Cllr Hogg welcomed everyone to the meeting and confirmed that the scheme of public speaking was operative. An issue was raised about the entrance to Swan lane by residents – see item 10.
3. No declarations of interest were made by Councillors.
4. The minutes of the last meeting (Sept 1st) were approved as a true record and signed by Chair and Clerk.
5. County Cllr Spicer summarised the current status of proposals for future local GP services following the closure of the Hopton premises, also noting that the promised prescription delivery service will not commence on time. Our new borough Cllr Andrew Smith was introduced and welcomed to the meeting. The latest changes to neighbourhood policing were outlined, contact numbers and names for the new SNT will be published when available. There had also been a meeting at the American war memorial to discuss improvements to surfacing around it. Council will be kept updated on progress.
6. OPEN FORMAL MEETING (matters arising for discussion and progress reports)
 - 6.1 **Flooding in the Street:** The CCTV survey has been completed by the County Highways engineering team, despite repeated requests, a copy of their report has not been made available or a summary of the issues discovered. This was considered as a most unsatisfactory lack of progress. It was resolved to continue pressing for a planned solution with a budget and time scale towards resolution. Action Cllr Hogg
 - 6.2 **Vehicle activated speed sign (VAS):** Four sites have been identified and an application for approval submitted to the County Highways authority. Purchase of the VAS will be included in the budget for next year with some financial support from both County and Borough Cllrs locality budgets. Action Cllr Clarke
 - 6.3 **Hedges and Footpaths Policy:** Resident's response to the recently issued policy had been very good; in general, overhanging hedges have been cut back and footpaths are much more accessible. Efforts are in progress to have the pavement cleared for pedestrian use once more from Hall Farm to the Memorial cross roads. Wording of follow up letter was agreed and it was resolved that these would be sent as necessary. Action Clerk
 - 6.4 **Speed limit on Rushford road:** Parish Cllrs had surveyed the Norwich Lane/Rushford road area following a resident's request to move the 30mph sign to the west of Norwich Lane; County Cllr Spicer suggested that traffic calming measures might be more effective, it was resolved to consider detailed proposals after highway engineers have been consulted. Meanwhile the hedge on the field boundary is to be cut back so as to improve visibility for drivers and pedestrians entering the village. Action Cllrs Hogg and Ladell

B. Hogg Chair

R. Jay Clerk

6.5 **Annual Parish Meeting:** This may be held on any day between 1st of March and 31st of May each year; local elections on 4th May will cause the Parish Council to meet a week later than normal on Thursday 11th. A date for the revised format Parish Meeting will be announced in due course.

6.6 **War Memorial:** A quotation for £214 to re-gild the lettering was noted; estimates for repainting chains, fit new oak posts and landscaping with fresh bark or similar material to be included in the budget for next year (see item 8.2)

6.7 **Fly Tipping:** It was noted that fly tipping incidents are becoming more frequent, residents were asked to remain vigilant and report the location of dumped items through the village website link.

6.8 **Street lighting complaint:** It appears that some of the new lamps installed in Thetford road are remaining on all night. Clerk had already contacted the county Council to determine the control policy prior to the meeting, a response is awaited. Action Clerk.

6.9 **Playing field report:** Cllr Stewardson reported that re painting and repairs to all the play equipment has been completed and a new goalpost net fitted. An approved weed control spray for the ground bark covering needs to be sourced. Dog waste is still being placed in the play area litter bin. Residents were reminded that dogs are not allowed to be exercised on the playing field and animal excrement should never be placed in a play area litter bin. A suitable notice will be placed on the litter bin. Action Cllr Hogg. A vote of thanks was recorded for all our volunteers who maintain the playing field.

MATTERS FOR DECISION:

7.1 **Planning:** DC/16/2092/TPO Returned without comment, consent given on 25th October.

7.2 DC/16/2173/HH Danns Cottage, first floor and single storey extensions - no comment.

7.3 **To appoint a new Website Host:** It was resolved by unanimous decision to use 'Suffolk Cloud' following withdrawal on November 1st of County Council support through 'One Suffolk'. Costs are expected to be £50 to year end and £100 pa thereafter from April 2017, both costs are reclaimable from the Transparency Fund.

FINANCE:

At the previous meeting a cheque for £365.22 was approved for annual insurance premium awaiting invoice, on 1st October Insurance Premium Tax was raised to 10% causing the cost to rise and the actual payment made was £382.60 for the period 1/10/16 to 31/09/17.

8.1 The following cheques were authorised by the council and signed:

- St Edmundsbury Borough Council – grass cutting (playing field only) £526.80
- Cllr Clarke -travel for two to SALC offices (website admin) £24.30
- Clerk's administration expenses for Sept-Oct £16.97
- Royal British Legion poppy wreath £20 authorised but not signed.

8.2 **To review expenditure and set provisional budget for next year:** A thorough analysis resulted in non-discretionary expenditure of £4940, plus projects estimated at £3500. A total allocation of funds totalling £8394 was approved; this maintains reserves equal to one year of 'essential' expenditure as identified.

8.3 To receive report of six monthly risk assessment audit. The audit conducted by Cllrs Hogg and Stewardson confirmed that the six-monthly checks as required were satisfactory:

- No. of grass cuts verified and at contract cost.
- All cheque stubs initialled by two signatories.
- Cheque amount and payee information correct.
- Clerk's administration expenses claimed Bi-monthly and verified by members.
- Clerk's salary paid quarterly via external payroll service administered by SALC.

9. Correspondence received since publication of agenda: A mail detailing free NHS health checks for some defined conditions available to patients under 75yrs had been circulated to Cllrs, the poster notice will be put on our web page. Action Cllr Flood

10. Matters to be brought to the attention of the Council since publication of the agenda: Several potholes at the entrance to Swan Lane were noted for repair. It was advised that if potholes are on the edge of the highway, then it is possible for the repair to be at public expense through the County Council's repair contractor; Swan lane is a private road so this may not be possible as the damage appears to be on the splay entrance. Parking which caused visibility issues for drivers when exiting the same junction was also raised. It is thought that there are no parking restrictions in place, however Cllrs agreed to look into this and confirm.

11. Date of next meeting: confirmed as Thursday 5th January 2017 @ 19:00hrs

There being no further business, the meeting was closed at 21:00hrs.

B. Hogg Chair

R. Jay Clerk

