

MINUTES OF THE ANNUAL PARISH MEETING OF CONEY WESTON PARISH COUNCIL

HELD ON THURSDAY 11TH JULY 2019 AT 7PM

Prior to the meeting Councillor G Mihr signed the acceptance of office form.

PRESENT: Councillors: B. Hogg (Chair), C. Flood, D. Haycock, J. Ladell (Vice Chair) Excepting Item 7.1, C. Garman, P. Clarke, G. Mihr, R. Salter (Clerk), County Cllr J. Spicer (part), Borough Cllr A. Smith (part) and 13 members of public.

1. Apologies: None. Geoff Mihr was welcomed to his first meeting as Parish Councillor
2. Declarations of interest: Cllr Clarke declared a personal not pecuniary interest in the Village Hall Roof item.

Cllr Ladell declared a pecuniary interest in the Village Hall Roof item so left the meeting for item 7.1 and did not participate in the debate or vote on this item.

3. The draft minutes of the last meeting (13th June) had been pre-circulated; were taken as read and approved.
4. Scheme of public speaking: 3 members of public to speak on Village Hall Roof item. 1 member of the public requested approval to cut the grass along the back of his fence which borders the playing field as it is not cut when the playing field is mowed. This was agreed. It was raised that the standard of grass cutting on the playing field has reduced, AS would look into this and also request they mow closer to the fence if possible. ACTION AS

PUBLIC PARTICIPATION SESSION BEGINS.

5. 1 Cllr Spicer reported that she had met with Cllrs Hogg and Smith to discuss the proposed Thetford Road meeting. This will be covered later on the agenda.

The Thetford Rd bend pavement repair had not been progressed as it was not seen as a priority for this year by SCC. JS has asked for a site meeting.

No issues had been raised on school transport for Coney Weston.

The cuts in the County on buses will not affect Coney Weston.

Cllr Spicer confirmed the highway verges had been cut.

Cllr Spicer asked if there was any outstanding work on the Rushford Road crossroads and Cllr's advised that the white lines at the junction could be repainted to make them clearer and the signpost arm replaced. These had both been logged and JS requested the reference numbers be sent to her to follow up. ACTION JS

It was also raised that there was fly tipping on the way to Hopton. CF to send the ref number and AS will follow up. ACTION AS

5.2 Cllr Smith confirmed he had followed up about the grass cutting outside the Thetford Rd bungalows. 2 different contractors are cutting the grass and he suggested this be covered in the Thetford Rd resident meeting later in the year to see if one contractor could do it all. There had been some delays with grass cutting but it was on track now.

Cllr Smith advised West Suffolk Council is looking to work with local schools to try to make people understand the harm that they are causing by leaving their engines running outside school and to

switch off their engines. They are looking for a small number of schools to work with on a pilot study from September as case studies.

The first meeting of the West Suffolk Rural Taskforce (WSRT) is likely in mid-July and the purpose of group is to make recommendations to Cabinet on how best to ensure the different issues facing residents, communities and businesses in more rural areas (villages and outlying settlements), as opposed to more urban areas, are taken into account by West Suffolk Council in all of its future activities and decision making.

PUBLIC PARTICIPATION CEASES

6 OPEN FORMAL P.C. MEETING: Matters for discussion (members progress reports/actions)

Cllr Hogg ran through the actions from the May meeting which were clarified or on the agenda. The bank account action was carried forward. ACTION BH

6.1 Volunteer Group Briefing and dates. The next 4 dates are as follows:-

Sat 27th July '19 Sat 2nd Nov '19 Sat 1st Feb '20 Sat 2nd May '20

A briefing is to be scheduled to make clear what work is to be done which is likely to be before the session starts on the 27th July. ACTION PC

6.2 Annual Village Meeting Feedback. Raised in the Open Forum was -

Need more smaller housing for young people/families in the village

Hedge alongside Coney Weston Hall is blocking the pavement, not safe.

Manhole on Rushford Road, this has since been repaired

Dog poo bags in the field, have the signs worked? This will continue to be monitored.

Other Village Suggestions were dealing with the Muntjacs, sorting out the layby outside the Thetford Rd Bungalows, charge BT & Water company for grass cutting outside their buildings, have an awareness meeting about the health implications of 5G technology. The cutting of the hedge on Rushford road by the cattery for tasks the PC might consider getting done by local farmer.

These will be considered by the Parish Council in its forward planning, AS advised he maybe able to support with looking at housing.

6.3. A meeting for residents of the Thetford Rd Bungalows and other interested parties will take place on Mon 9th Sept at 6pm at the Village Hall. Cllr Spicer and Smith should be able to attend. There was discussion about whether Havebury Housing should be invited but it was agreed their advice that private residents had to contribute to any work as well as themselves was still relevant. However Cllr Smith will follow up with them and the County Council about access across the land. He suggested this is something where the community needs to decide a way forward. ACTION AS

7. MATTERS FOR DECISION:

7.1 Village Hall roof. It was requested and agreed that the Village Hall Roof would be moved down the agenda until the Village Hall Treasurer arrived. See below.

7.2 Scanning of data. The Clerk requested agreement that documents could be scanned in and paper copies shredded for items like acceptance of office forms, minutes etc. It was agreed an additional

hard drive be purchased so documents were stored on two devices for backup purposes. It was agreed unanimously scanning could go ahead but to hold back on any historical data for now. ACTION RS

7.3 Standing Orders –

The following amendments were agreed –

1t change to 3, 3c keep option in red, 3g change to 3, 9d change to 5, 13 e & g keep the OR statement, 19 c & e add Clerk and RFO as job title, 20b use first option. These changes were unanimously agreed to be adopted. The Documents will be amended and published. Action RS and BH.

7.1 Village Hall Roof was covered at this stage. The Chair of the Village Hall Committee requested the Parish Council match the contribution the Village Hall Committee was making of £3000. This maybe reduced if the application for an insulation grant is successful. A member of the public suggested that as individuals, Councillors look to see what grants are available for rural funding as there is a lot of funding available. Several members of the public urged the Parish Council to support the refurbishment as the Village Hall was central to the village and of great value to villagers.

The Parish Council budget was circulated and it was raised that granting £3000 could potentially lower the recommended amount of reserves however there was flexibility with this.

There was some discussion over the Village Hall accounts and it was clarified by the Treasurer that there was additional expenditure required for the kitchen flooring and contingency in case of further problems for example the drains. The money from Open Gardens is contingency in case further problems are found when the roof work is done.

Councillors raised the following points –

going forward in planning future budgets the Council should start to build up a reserve for village buildings and groups.

This is an unplanned expenditure and could have been raised or considered earlier.

The minor risk to overall finances caused by a slight temporary reduction in reserves going forward was justifiable because of the importance of the Village Hall.

Cllr Hogg proposed that a maximum grant of £3000 be allocated this would be reduced by the amount of the insulation grant currently under consideration if the application was successful. This was seconded by Cllr Clarke and was agreed unanimously.

In response to the earlier question from a member of Public. The Chair advised that with many grants the Parish Council is not allowed to apply so the village groups or individuals (including Cllr's) need to do this. The Parish Council should also consider match funding initiatives and setting money aside in the budget in the future.

7.3 cont'd. Financial Regulations

The following amendments were agreed –

4.1 change to 1st point to £500 and delete 2nd point, 4.8 add whichever is higher, 5.5c remove paragraph, 15 & 17 leave as both roles. These changes were unanimously agreed to be adopted. The Documents will be amended and published. Action RS and BH.

It was agreed for the September meeting the Village Hall and Playing Field Standing Orders would be considered.

7.4 Regularity of meetings. Cllr Garman proposed that meetings be held on the first Thursday of the month apart from January and August. After discussion this proposal seconded by Cllr Clarke was put to the vote –

3 for, 4 against so no change to meeting schedule.

7.5 Councillor Roles were agreed as –

Chris Flood	Comms and Publicity including the website and local authority liaison.
Chris Garman	Finance and Admin
Diana Haycock	Planning
Janet Ladell	Playing Field
Geoff Mihr	Hedges and Highways
Peter Clarke	Defibrillator, Speed Device, Volunteer Group and Neighbourhood Watch Liaison
Ben Hogg	Policies, Village Groups and Line Management of the Clerk

It was agreed these would be headings on the agenda under Section 6 for each meeting but Councillors only need report if there was something relevant.

Each Councillor would draw up what their role entailed.

ACTION ALL

7.6 Website Security Certificate. After discussion It was agreed that the Council would update the website with a certificate, at a cost of £10 to be invoiced April 2020.

ACTION CF

8. FINANCE:

8.1 Year to date Finance

Current account	£11,579.66
Projected Budget expenditure	£5,622
Current Projected variance against budget	£Nil
Projected Year end balance current account	£5,957.66
Projected Year end balance savings account	£1,055.20
Total projected year end balance / reserves	£7,012.86

8.2 Cheques were authorised and signed for

Clerk's salary £361.86

Flowers and Painting at the Village Sign £48

SALC Councillor Training £264.00

9. Correspondence received.

A planning application has been submitted so a meeting will need to be arranged. RS to request an extension on the consultation period as it currently runs till 31st July. RS to arrange a meeting date.

ACTION RS

The recent correspondence about the footpath/hedge alongside the Village Hall has been dealt with.

From July 2019 bus timetable information will not be updated. The Parish Council reviewed the options and agreed Option 2 where the Parish Council prints off and publicises the bus times.

ACTION CF

10. Date of next meeting confirmed as Parish Council Meeting on Thurs 5th Sept 2019 with a meeting to review the Planning Application to be scheduled. There being no other business the meeting was closed at 21.20 hrs.

DRAFT