

MINUTES OF CONEY WESTON PARISH COUNCIL
MEETING HELD ON THURSDAY 5th NOVEMBER 2020
AT 7pm VIA VIDEO CONFERENCING

PRESENT: Councillors: P. Clarke (Chair) S. Hindry (Vice Chair) B.Hogg, C.Flood, D.Haycock, J.Ladell, G.Mihr, County Councillor J Spicer, Borough Councillor A Smith, A. Morris (Parish Clerk as an observer), the Rector of Coney Weston Church and 3 Members of the public.

The Chair welcomed our new Clerk to her first meeting.

1. To receive Councillor's apologies for absence:

None

2. To receive Councillor's declarations of Interest:

Councillor Ladell declared a local non-pecuniary interest in agenda item 16 as a member of the Coney Weston Playingfield Management Committee (appointed by Coney Weston Parish Council).

Councillor Haycock declared a local non-pecuniary interest in agenda item 16 as a member of the Coney Weston Playingfield Management Committee

3. To approve the draft minutes of the extraordinary meeting on 8th October 2020

The draft minutes of the meeting had been pre-circulated. Proposed by Councillor Clarke, seconded by Councillor Flood and unanimously approved

4. Scheme of public speaking (public participation about specific agenda item)

The Rector of Coney Weston Parish Church gave information about Remembrance Sunday arrangements.

The Chairman moved item 10 to this point in the agenda.

10. To receive, consider and approve the arrangements and updates for Remembrance Day

The Rector advised only a simple Act of Remembrance is allowed plus the laying of wreaths. Councillor Hogg has prepared and circulated a risk assessment and Councillor Flood will collect contact details from any attendees for the purpose of complying with 'Test and trace' requirements. Members of the public would not be encouraged/advised to attend and adverts for the event would be removed from the 3 village notice boards. These arrangements were proposed by Councillor Clarke by and Seconded by Councillor Hogg - unanimously agreed.

5. County Councillor's Report

Referring to the possible Bungalow Project in Thetford Road (see item 8 below) Councillor Spicer suggested we might like to think of a suitable name for the area of grass outside Thetford Road bungalows. Highways licences for the potential 'kick-fence', raised flower-beds and a park-bench have been tentatively approved by the County Council. The £100 licence fee will be paid by Councillor Spicer. Councillor Spicer will also support the project with a grant of up to £1000.

The broken signpost on Bardwell Road crossroads has been re-prioritised by the highways department.

A letter had been sent to the owner of a property on Rushford Road regarding gravel on verge.

6. Borough Councillor's Report

Re grassed area at Thetford Road Bungalows, Havebury Housing have given their support to the plans but would need to know the name of the contractor carrying out the work and would need reassuring the scheme met with support of local residents. Councillor Smith would support the project to the sum of £500 subject to approval.

He also reported most facilities/services in Bury St Edmunds would be kept open during the latest lock-down.

7. Parish Councillor Reports

7.1 Village Groups/Neighbourhood Watch Liason

Councillor Hogg suggested that the village co-ordinators be invited to attend the January meeting to give an update on the Neighbourhood Watch Scheme.

7.2 Communications and publicity including website

Councillor Flood keeps information on the website updated. A Neighbourhood Watch page has been added with content suggested by the NW co-ordinators. The face book page now has 88 followers.

7.3 Hedges & Highways/Speed Indicator Device (SID)

Councillor Mihr advised most of the village's hedges and pavements were kept tidy, but the Hall hedge is proving difficult. It was agreed that a second letter be sent.

SID:- There are issues with the batteries not lasting two weeks. Enquiries being made to establish options and costings for tackling this problem. Will monitor and report back. Most vehicles speeds are reasonable but there were two reports of a vehicle travelling at 80 mph.

7.4 Defibrillator/Volunteers

Councillor Clarke advised there were slight problems with the visibility through the glass front – the internal heater would be monitored. The cost of a permanent plastic label on the cabinet door would be investigated, for discussion at next meeting. The volunteer working group will probably not meet until 2021.

7.5 Playingfield Liason

Councillor Ladell updated progress on the playingfield equipment and reported that it can stay open, under the latest regulations.

7.6 Planning Matters

Councillor Haycock advised on a meeting she had attended with West Suffolk Council regarding the Local Plan up to 2040. Coney Weston is designated as a Type B village with no facilities or infrastructure to support further development.

Councillor Hogg left the meeting.

8. **To receive and consider an update regarding the erection of a 'kick fence' around the grassed area in front of the Thetford Road Bungalows.**
Following report from County Councillor this needs to be progressed at next meeting. An update to be provided to all Councillors from Councillors Clarke and Ladell, in the form of a report including all relevant issues to be considered.
9. **To receive an update regarding the transfer of funds to the new bank account and the closure of the old bank account.**
All completed. Signatures to remain the same.
10. **To receive, consider and improve the arrangements and updates for Remembrance Day**
Item moved to earlier in this agenda.
11. **To approve Councillor Mihr's attendance at Councillor training sessions held by Suffolk Association of Local Councils (SALC) and expenditure of £50 in respect thereof.**
Proposed by Councillor Hindry Seconded by Councillor Flood. All agreed
12. **To approve the Parish Clerk's attendance at a budget training session held by SALC and expenditure of £25 in respect thereof**
Amendment to add the approval of the Introduction to Local Council Administration (ILCA) course at a cost of £99 plus VAT. Proposed by Councillor Clarke, Seconded by Councillor Mihr. Amendment and payment approved.
Proposed by Councillor Clarke, seconded by Councillor Haycock. All agreed
13. **To consider a revised scheme of delegation in respect of urgent matters, excluding those related to consultations in respect of planning applications, tree preservation orders and similar matters.**
Amendment (shown in italics below) – in 1.1 after...urgent decision, *'including payment of invoices received where due date falls before the next scheduled meeting.'* The Clerk shall consult the Chairman *'and/or Vice Chairman and one other Councillor'*. Proposed Councillor Clarke Seconded by Councillor Haycock
Passed by a majority of 6 to 1.
14. **To authorise the following payments**
Business Services at CAS Ltd – Insurance renewal 1st October 2020 - 314.78
West Suffolk Council – Grass cutting September 2020 - £79.80 (including VAT)
Suffolk Association of Local Councils – 4 months payroll service for period ending 30th September 2020 £13.50 (including VAT)
B.Hogg – Parish Council's Zoom subscription September, October and November 2020 £43.17 (including VAT)
Proposed by Councillor Clarke Seconded Councillor Mihr.
Approved unanimously.
15. **To review the income and expenditure from 1st April 2020 to 30th October 2020 against budget and to confirm that bank reconciliation agrees with the bank statement and sign off.**
Proposed by Councillor Clarke Seconded by Councillor Flood. Approved unanimously.

- 16. To consider a grant funding application from the Coney Weston Playingfield Committee for £600 in respect of cutting the playingfield grass and the 'mound' in the playground area and £400 in respect of insuring the playingfield and play equipment.**

Grant approved with the proviso that all expenses involving the grass cutting be documented and monitored by Councillor Ladell. Proposed by Councillor Hindry Seconded by Councillor Clarke. Unanimously approved.

- 17. To consider the draft budget 2021 – 2022.**

The draft circulated was explained and discussed.

The final budget would be approved at the January meeting.

- 18. To consider and approve the revised complaints policy**

The additional section outlining the policy regarding vexatious or unreasonable complaints had previously been circulated. Proposed by Councillor Clarke, seconded by Councillor Mihr. Unanimously approved

- 20. Correspondence received and matters for Council's attention since publication of the agenda (for information only)**

Nothing received.

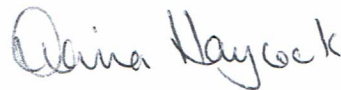
- 21. Date of next meeting**

Thursday 7th January 2021 at 7pm.

There being no further business the meeting closed at 8.50pm.



Councillor P Clarke Chair



Councillor D. Haycock (Minute taker)