

outlined the process of adopting a road as a right of way and to have it added to the definitive map. Parish Council has written to the landowner asking for clarity on the current status but no response has been received. Cllr Spicer suggested that this is added as a separate item on the next Agenda for the Parish Council to fully discuss.

6. **District Councillor's report** – regarding the conveyancing issue of the playground land, Cllr Mihr advised that solicitors Ward, Gethin Archer based in Watton are working on this but it may take some time. Cllr Smith advised that he still has a sum of £500 in his locality budget earmarked for the playground. Cllr Clarke will let Playing Field Committee know and the Chairperson will contact Cllr Smith. PC

Cllr Mihr, as Chair, moved the next item forward:

13. **To review and approve candidate for co-option to fill 1 casual vacancy on the Parish Council** – an application to fill the casual vacancy left by the departure of Cllr Duncan has been received by Brenda Francis. Mrs Francis's application was proposed by Cllr Mihr, seconded by Cllr Flood and unanimously accepted by the Council. Clerk will ensure that an Acceptance of Office and a Register of Interests forms are completed. Clerk

7. **Councillor's Reports**

7.1 **Defibrillator, village and volunteer groups** – the village defibrillator has been removed due to a software issue. A replacement machine has been installed and is working well. An advertisement has appeared again in the Parish magazine for defibrillator training.

The turnout for the past 2 volunteer group sessions has been disappointingly low. Discussion took place on how best to attract volunteers – suggestions included looking after a small section of the village each and the wearing of high visibility vests to recognise the work they do. Cllr Clarke will draft an email to the volunteers seeking their involvement in a new method of working. Cllr Mihr will draft a letter of thanks to those volunteers who have worked on areas in the village previously. PC
GM

7.2 **New residents, community engagement** – Cllr Craig now looks at Rightmove to see which properties are being sold so she can welcome new residents to the village.

7.3 **Environmental initiatives, neighbourhood watch liaison** – Cllr Clarke reported that he has received an email from Suffolk Neighbourhood Watch (NW) advising that as we have not appointed a NW Co-ordinator we are no longer part of the NW scheme.

7.4 **Website, Facebook page and publicity** – Cllr Flood reported that the NW page on our website has been updated to advise that the Parish Council do not have a NW Co-ordinator at the moment and seeking people who may be interested. The Playing Field page needs an update and Cllr Flood has contacted Emma Clifton to provide this.

Facebook – 369 visitors in the last month up by 158 on the previous month.



Geoff Mihr, Chair

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Andrea Morris, Clerk

7.5 Planning, monitoring of notice boards – Cllr Ladell reported no new planning applications have been received.

A quote for the replacement of 2 village noticeboards has been received. Clerk suggested approaching local colleges for their help.

Clerk

7.6 Highways, hedges and footpaths, speed device – recent speed data has been forwarded to the local CEO. Still waiting for the loan of an ANPR camera which may be in the autumn. Discussions on speed calming measures and signs which are cost prohibitive.

8. Cllr Flood proposed to accept previously circulated bank reconciliation and statements dated 24th August 2022. Seconded by Cllr Ladell.

Unanimously agreed.

Cllr Mihr proposed authorising all payments listed on payment schedule as previously circulated:

Admin payments (not itemised due to GDPR) - £383.10

9. **To review the following CWPC policies:**

9.1. Health and Safety Policy – as previously circulated. Agreed to adopt in current format no revisions.

9.2. Recruitment Policy – as previously circulated. Amendments required to update links and contact information.

Clerk

10. **To discuss grass cutting in the village** – already discussed at item 5.

11. **To discuss status of village hall painting** – Cllr Clarke reported that enquiries are continuing between Keith Lewis and Bury Archives regarding minutes. No further updates at this time.

12. **To approve Councillor training (2 modules) for Cllr Macdonald** – proposed by Cllr Mihr, seconded by Cllr Clarke and voted unanimously. Also approved is training for Cllr Francis (TBA) – Clerk to book both. Proposed by Cllr Mihr, seconded by Cllr Clarke and voted unanimously.

Clerk

14. **To consider any correspondence received and matters for Council's attention since publication of the agenda** – Clerk advised Council of the following:

(a) Option to opt out of the SAAA central external auditor appointment arrangements – CWPC, as a smaller authority, will not opt out; Insurance – our insurance premium for the 2022-23 year is due 1st October. When quotes are in they will be circulated for approval.

Clerk

15. **Staffing matters – revision of Clerk's terms of employment** – session held 'in camera'. Council considered issues relating to the Clerk's contract of employment and decisions were agreed. 4.5 extra hours for July and August for Clerk also approved. Amendments proposed by Cllr Mihr, seconded by Cllr Craig and voted unanimously.

16. **Date of next meeting** – Thursday 3rd November 2022 at 7pm in the Village Hall

Chair closed the meeting at 9.00pm


Geoff Mihr, Chair

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Andrea Morris, Clerk