

**MINUTES OF THE MEETING OF
CONEY WESTON PARISH COUNCIL
HELD ON THURSDAY 6 JANUARY 2022 AT 7.00PM
AT CONEY WESTON VILLAGE HALL**

PRESENT: Councillors F Craig, S Duncan, C Flood, J Ladell, G. Mihr (Chair)

County Councillor J. Spicer, District Councillor A. Smith
1 member of the public
A. Morris (Clerk).

Councillor Mihr, Chairman, opened the meeting at 7pm.

Facemasks worn by all meeting Attendees.

ACTION

1. **To receive apologies for absence** – apologies received from Cllr Clarke due to high levels of local Covid-19 infection rates which may risk his underlying health issues. This absence and the reason given was accepted by Council
2. **Declaration of Interest:** Cllr Duncan declared an interest in any discussions relating to the Playing Field as he has been appointed as a Trustee.
3. **To approve the draft minutes of the last Parish Council meeting (4 November 2021)** - the draft minutes of the Parish Council meeting held on Thursday 4 November 2021 had been previously circulated and were agreed – proposed by Cllr Duncan and seconded by Cllr Craig.
4. **Scheme of public speaking about a particular agenda item** – no requests to speak from members of the public were received.
5. **County Councillor's report** – Cllr Spicer advised that she has spoken with Hannah Perkis of the Highways Department who confirmed that there is a fixed date for the commencement of drainage works by WSC (date to be advised by Cllr Spicer to the Clerk). The designs and budget are available for this work to be carried out. Discussion took place on the current flooding in the village which was thought to be manageable at the moment.

JS

Cllr Duncan pointed out that work had been carried out by BT Telecoms at 3Ways without giving formal notice of road closure and has resulted in damage to the Village sign and an accident with a local bus. He will let Cllr Spicer know the date of this work and how long the road was closed so she can send a formal complaint to Network Assurance at Highways department.

SD

Cllr Spicer will be submitting a formal request to have the signpost at the Coney Weston crossroads replaced and will fund this from her Local Highways budget.


Cllr Duncan asked if jetting of the gullies or sweeping of leaves on footpaths and verges can be carried out – Cllr Smith will find out if this is a District responsibility.

AS



Geoff Mihr, Chair

517



Andrea Morris, Clerk

6. **District Councillor's report** – Cllr Smith advised that WSC waste collection services are fully operational with no backlog at present.

He asked whether the £500 he is holding in his budget for replacement of playground equipment is going to be needed in this financial year. Cllr Duncan advised no – leave it to the 2022/23 financial year.

On the Firsfield Solar Farm issue – Cllr Smith confirmed that an Environmental Impact Assessment will be required but no action has been taken on this to date. No objections on the planning of the farm have been received from the Bardwell parish to date.

7. Councillor Reports:

- 7.1. Defibrillator, village & volunteers groups – Cllr Craig reported on behalf of Cllr Clarke. The Bowls Club have applied for planning permission for access to the car park at the rear of the green together with spaces for 20 cars and a cycle rack. The proposed road will be gravel based. They have also applied to the National Lottery Community Fund for £10,000 towards the cost of this project – additional funding will also be required. There are areas in the village where work by volunteers to clear leaves and debris has been identified – to be organised by Cllrs Clarke and Mihr.

PC/
GM

- 7.2. New residents, community engagement – Cllr Craig advised no further updates on new residents and that the upcoming Jubilee Celebrations will have the effect of pulling residents together as a community.

- 7.3. Environmental initiatives, neighbourhood watch – Cllr Duncan has tried to contact Sam Norris from Suffolk Wildlife Trust – Cllr Flood will try to contact her on his behalf. No further updates on Neighbourhood Watch. Playing Field parking issue on Thetford Wanderers match days - due to the damp conditions of the surface at the rear of the Swan pub cars have not been parking there leading to parking on the main road in the village. The Playing Field Committee have written to affected residents advising them of this.

CF

- 7.4. Website, Facebook page and publicity – Cllr Flood reported that she has accessed a recorded website webinar about using the website as an effective communications tool. The ideal website criteria are currently being met on our website apart from photos of Councillors and videos. On Facebook in the last 28 days we have had reached 473 people, 180 engaged, 194 followers with the most popular post being the Christmas event in the Village Hall and the Carol Service in the church.

- 7.5. Planning, monitoring of notice boards – the current Councillor vacancy notice needs to be reprinted leaving off the date for submission of interest. Cllr Flood will reprint and distribute.

CF

- 7.6. Highways, hedges and footpaths, speed device – the hedge bordering Coney Weston Hall is overgrown and needs cutting back before 1st March. Cllr Mihr will draft a letter for the owner.

GM



Geoff Mihr, Chair



Andrea Morris, Clerk

Speed device is working well. Our Community Engagement Officer has reported that Police have been to the village twice with speed equipment and have issued several prosecution notices for speeding.

Councillors Spicer and Smith left the meeting at 7.45pm.

8. Financial Report

- 8.1. Agree proposed draft Budget for 2022/23 – the budget, as previously circulated, was proposed to be accepted by Cllr Mihr, seconded by Cllr Flood. Voted unanimously.
- 8.2. Agree precept amount for 2022/23 - the precept of £8,740 as calculated in the previously circulated budget was proposed by Cllr Duncan, seconded by Cllr Mihr. Voted unanimously.
- 8.3. To review income and expenditure from 1 April 2021 to 27 December 2021 against budget and to confirm that the bank reconciliation agrees with the bank statements and sign off – proposed as accepted by Cllr Mihr, seconded by Cllr Duncan. Voted unanimously.
- 8.4. Sign off payment schedule and authorise payments – as previously circulated these were proposed by Cllr Mihr, seconded by Cllr Duncan and voted unanimously.
9. **To discuss requirement for Internal Audit for the financial year 2021/22** – the Clerk recommended having an annual internal audit carried out on the Parish Council finances every year and for the 2021/22 audit to retain the services of Trevor Brown (depending on competitive quotes). Proposed by Cllr Mihr, seconded by Cllr Craig and voted unanimously.
10. **To receive an update on Jubilee 2022 Celebrations** – Cllr Craig advised that the current owners of the Swan pub will not be renewing their licence after March 2022 and that, therefore, their land will not be available for the Jubilee celebrations in June. The venue has been changed to the Playing Field. Clerk to check Parish Council insurance for whether our insurance would cover such events and Cllr Duncan will do the same with the Playing Field insurance. Cllr Craig will be distributing leaflets around the village asking for volunteers to help organise the events. Clerk
SD
11. **To receive an update on the recently circulated AVM leaflet drop** – the Clerk advised that only 1 resident had responded to the leaflet drop with a suggestion. Cllr Mihr to respond on behalf of the Parish Council. GM
12. **To agree and adopt revised Standing Orders for CWPC as previously circulated** – proposed to adopt by Cllr Mihr, seconded by Cllr Craig. Voted unanimously,



Geoff Mihr, Chair



Andrea Morris, Clerk

ACTION

13. **To receive an update on installing internet facilities at the Village Hall –**
Cllr Duncan still waiting to contact other Parish Councils who have installed
this facility at their village halls. Updated to be given at the next meeting.

SD

14. **To consider any correspondence received and matters for Council's
attention since publication of the Agenda** - none received.

15. **Date of next meeting** – Thursday 3 March 2022 at 7pm in the Village Hall.

The Chairman closed the meeting at 8.20pm.



Geoff Mihr, Chair

520



Andrea Morris, Clerk