

**SAXTEAD PARISH COUNCIL**  
**REVISED MINUTES from Meeting held 1<sup>st</sup> December 2016.**  
Of Meeting held on Thursday 3<sup>rd</sup> November 2016 at 7.30 pm

at  
**Foxearth Lodge Nursing Home Training Room.**

**Saxtead**

Present; George Cullingford ( Chairman) Kevin Davis, Graham Ward,  
Jonathan Sullivan, Barry Cable (Clerk) .

**OPEN FORUM**

**No members of Public Present**

**1/ Apologies for absence** – Lisa Handly

**2/ Declarations of interest in Agenda items** None

**3/ Minutes of last meeting were agreed and signed** – P C Meeting 23<sup>rd</sup> August 2016

**4/ Matters arising-**

- A cheque had been received of £500 from the owners of Boyces Farm on 29<sup>th</sup> October to be held for 3 months after completion of trenching works across the Green. This is to be held by the Chairman and not banked unless required.
- The Clerk had emailed Cllr Carol Poulter after the last meeting rejecting the offer made by SCDC for Saxtead Parish Council to take them over – and enquiring as to their future. A follow-up letter had been sent to Cllr Poulter prior to the meeting but no reply has been received.
- The Clerk was asked to make enquiries about the extension of the 30 m.p.h. speed limit.

**5/ County/District Councillors, Police Reports-** None Received- but Graham had received notifications that could come up under Neighbourhood Watch. (See Item 15)

**6/ Chairmans report** George had brought up the subject of Potholes around the village and reported that four of them had been seen to.

**7/ Clerks Report** – The Clerk had been taken ill and had been hospitalised for several weeks, which had meant that various reports and claims had not been dealt with, particularly Audit Report, and VAT Claim, however Cllrs Ward and Cullingford had obtained the paperwork and dealt with the matters involved. The Clerk had apologised to the Council for these delays caused by the build-up to the illness. He thanked the Councillors for their work.

The Internal Auditors had made various comments and HMRC are to be contacted via SALC so that PAYE reporting can be done properly. The Clerk had been in contact with SALC, whose management were absent until 9<sup>th</sup> November, and he/she are to be contacted then. If they are unable to provide the service then Ladywell Services are to be contacted. The Internal Auditors had commented on various matters and they will be addressed in the next meeting. Once this had been done for this year, the Clerk suggested that a list be compiled of Statutory documents and they would be addressed at the December meeting each year.

**8/ R F O Report** He reported that 2<sup>nd</sup> half of the precept had of £1934.05 had been received.

The following payments were approved~ E 13/17 B Cable Salary £259.20

E13/17 HMRC Tax £64.80~ E 15/17G Cullingford Repair tea urn £ 25.00 ~E 16/17 HMRC replacement Cheque £ 165.60~E17/17 Business Services – Insurance Premium £ 230.34~ E18/17 B.Cable – Salary £345.60~ E19/17 HMRC Tax £86.40~E 20/17 G Ward Expenses

£25.47 ~ E21/17 G Cullingford Expenses £ 15.46. Balances Current Ac £5958.36 Deposit Acc £295. 18 Total £6253.54

**9/ Planning Matters** A/ Application DC/16/4169 –conversion of outbuilding to Holiday let at Marlborough House for Mr & Mrs Stafford – approved by email poll prior to the meeting  
B/ Application DC/16/4360/FUL for Mr & Mrs Peterkin at Oakwood , for new 1<sup>st</sup> floor accommodation – strongly opposed on the grounds that there would be visual impact above roof level ,visible from the road . Also the materials to be used were not compatible with development in a conservation area. The Clerk is to inform SCDC by email.

C/ Application DC/16/4372/FUL – construction of 3 new houses on the periphery of the Old Mill House Pub. An informal site meeting had been held with one of the developers on 20<sup>th</sup> October at which it was understood that the wishes of the landlord and the thoughts of the Council would be taken into consideration before plans were laid before SCDC .

However these plans had already been drawn and submitted, by another part of the development team. The Pub landlord was of the opinion that the restrictions across the car park would adversely affect his business and one of the new properties would sit right across a newly built effluent treatment plant. The materials and style proposed were not in keeping with a conservation area and with several hundred new properties in Framlingham, 2 miles away, currently being built, no argument could be put for any need of further development. Doubts were raised as to access being allowed by the owners of the access road, Pembroke College, and concerns were then raised about parking on the Green. A letter outlining these concerns and objections is to be drawn up by Cllr Sullivan, and copied to District Councillors.

**11/ Correspondence** – SCDC Site Allocation & Area policies ( 2 copies)- Barclays Bank – informing that interest payable rates will revert to Nil, Leiston & District C A B –seeking financial support, SCDC invite from Ray herring to Annual budget event on November 25<sup>th</sup> SCDC inviting opinions as to whether dis-used phone boxes should be kept and if so. Did Saxtead want to purchase the modern one in Chapel Road for £ 1.00. Saxtead Parish Council declined this opportunity

**12/Dates for meetings for 2017** - deferred to next meeting

**13/ Budget for Y E 31.3.2018** – deferred to next meeting

**14/ Review of Statutory documents** - deferred to next meeting

**15/ Councillors Reports-** Neighbourhood watch- Police statement regarding scam

**16/ Matters for Next Meeting** 1.12.2016

As above

Meeting Closed 9.45P.M.

Signed .....

Chairman

Date 1.12.2016