

**SAXTEAD PARISH COUNCIL
MINUTES**

Of Meeting held on Thursday 1st December 2016 at 7.30 pm

at

Foxearth Lodge Nursing Home Training Room.

Saxtead

Present; George Cullingford (Chairman), Lisa Handley, Kevin Davis, Graham Ward and Jonathan Sullivan,(also acting as temporary minute secretary)

OPEN FORUM

The Chairman welcomed Mr and Mrs Firth from Hitcham House Saxtead to the meeting who had advised the Chairman of their desire to make representations over the proposed development proposals for the Old Mill House Pub on Saxtead Green.

1. Apologies for absence. Mr B Cable Clerk to the Parish because of sudden illness. All present conveyed their best wishes to Mr Cable for a speedy recovery.

2. Declarations of interest in Agenda items. No declarations were made.

3. Minutes of last meeting were examined and a number of errors identified. The minute secretary agreed to make the amendments requested and circulate revised minutes to be agreed by circulation and then signed by the Chairman as a correct record.

4. Matters arising. There were no matters arising which were not on the agenda.

5. County/District Councillors, Police Reports. No reports have been received.

6/ Planning Applications –The Parish Council received a letter dated 17th November 2016 from WYG challenging some of the statements made by the Parish Council in its submission to SCDC objecting to the development proposal.

The Parish Council was also alerted to revised plans recently placed on the planning website.

Mr and Mrs Firth were invited to comment. Mr Firth expressed concern that they had been omitted from the consultation exercise by SCDC but this has since been rectified. Mr and Mrs Firth have submitted their own objections to the development and these are placed on the planning web site as public documents.

Mr Firth made an important point that the planning application offended policy at many levels and that the applicant could not address these concerns by making minor amendments as the whole application is flawed in his opinion.

Councillors were in full agreement with Mr Firth's position.

A long debate followed and because the issues must be addressed at many levels the minute secretary offered to put all the issues raised into a letter to the District Planning Officer. The letter would be circulated to members and when a consensus has been reached the Chairman will forward this to the District Planning Officer.

The overarching consensus was that this planning application must be rigorously resisted as the development of this site is not appropriate. It is suggested that the approved letter be attached to these minutes for future reference.

A VOTE WAS TAKEN AND THERE WAS UNANIMOUS AGREEMENT TO RECEIVE A DRAFT LETTER WHICH WHEN AGREED WILL BE FORWARD TO THE DISTRICT PLANNING OFFICER. A copy will also be forwarded to Mr and Mrs Firth. (Mr and Mrs Firth left the meeting.)

7. Update on Toilets, to consider email correspondence from Cllr Poulter. The Parish Council had reluctantly agreed to demolition of the public toilets but had set out four conditions. The District Council had confirmed that it was not prepared to comply with condition 3 which is the removal of the layby. The consensus is that this layby must be removed in the interests of amenity.

Once again this is an issue that has to be addressed at a number of levels so the minute secretary agreed to produce a letter for circulation. It is suggested that the agreed letter is attached to these minutes to maintain context.

A VOTE WAS TAKEN AND THERE WAS UNANIMOUS AGREEMENT TO RECEIVE A DRAFT LETTER WHICH WHEN AGREED WILL BE FORWARD TO CLLR POULTER, CLLR ROUS and DR D POULTER THE LOCAL MP

8. To discuss EDF Meetings Regarding Sizewell C. At this stage it had not been possible to establish the links to the web site.

9. To Agree Meeting dates for 2017. It was agreed to replace the August meeting with a meeting on 7th September 2017. (Perhaps the Clerk will issue a revised schedule please?)

10. To Review Standing Orders. Deferred until the Clerk has recovered from his illness.

11. To Review Risk Assessment. Deferred until the Clerk has recovered from his illness

12. To agree Budget and Precept for year 1.4.2017> 31.3.2018. Please see revised budget at Appendix A.

THE BUDGET WAS PROPOSED BY CLLR DAVIS AND SECONDED BY CLLR WARD. ALL WERE IN FAVOUR AND THEREFORE THE BUDGET WAS APPROVED.

13. RFO Report

To approve Payments as follows E 22/17 R Gladwell Grass cutting £504.00
E 23/17 Community Action Suffolk- Website hosting £ 60.00

CLLR CULLINGFORD PROPOSED THAT THE PAYMENTS ARE MADE AND THIS WAS SECONDED BY CLLR HANDLY. ALL WERE IN FAVOUR AND THEREFORE THE EXPENDITURE WAS APPROVED.

Cllr Ward reported that a late claim for VAT had resulted in a refund of £349.26.

However it was regretted that £386.77 will not be refunded by HMRC as the time limit has expired.

It was noted that £191.60 which could have been redeemed had not happened because the Clerk had missed the deadline.

The Parish Council has a duty of care over the public finances and has accepted this oversight was because the Clerk had been taken seriously ill and this probably was the cause of this loss.

PARISH COUNCILLORS UNANIMOUSLY AGREED THAT THEY MUST DEAL COMPASSIONATELY WITH THIS OVERSIGHT BUT RESOLVED THAT THIS MATTER MUST BE FORMALLY ADDRESSED WITH THE CLERK IN A PRIVATE COMMUNICATION BY THE CHAIRMAN.

14. Correspondence

M.E.P Post-Brexit Leaflet.

Leiston C A B – Seeking Funds

EDF Sizewell C Update on CD

These items will be addressed at the next meeting.

15. Councillors Report-Neighbourhood Watch and it was pleasing to note that there seems to have been a drop in reported criminal activity.

16. Donation to Foxearth Staff for Christmas.

THE CHAIRMAN PROPOSED A DONATION OF £100.00 TO FOXEARTH AS IT DOES NOT CHARGE FOR THE HIRE OF THE ROOM THIS WAS SECONDED BY CLLR HANDLEY AND APPROVED UNANIMOUSLY.

17. Matters for next Meeting's Agenda. Nothing to note at this stage.

Cllr Davis proposed a vote of thanks supported by fellow councillors to Cllrs Ward and Sullivan for taking on duties during the Clerk's illness which was accepted with thanks.

Date of Next meeting 9th February 2017

Jonathan Sullivan acting minute secretary in the absence of:-

Barry Cable

Clerk to Saxtead Parish Council

Appendix A Budget for 2017 to 2018

SAXTEAD PARISH COUNCIL Budget 2017/2018		Proposed by C to PC 2017/18	AGREED by PC 2017/18
2016/17			
Balance at start of Year			
Precept	3750		3750
Other			
Expenditure			
Clerks Salary	1750	1750	1800
Clerks Expenses	100	100	125
Subscriptions	30	30	35
SALC	175	175	175
(Including venue			
Donations donation)	100		250
Insurance	175	240	240
Grass Cutting	520	400	550
CLlr Training/ clerk training	100		125
Web Site Hosting		50	60
Audit Fee	50	50	50
Queens Birthday	200	0	
War Memorial Cleaning	221	0	
Misc	250		340
Venue Hire	75		
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	3746	2795	3750
Precept	3750		