

**APPROVED MINUTES OF MEETING OF  
SAXTEAD PARISH COUNCIL  
Thursday 5<sup>th</sup> September 2019 at 7.30pm**

1. **The Chairman welcomed everyone and thanked them for coming to the meeting.**
2. **Present**  
George Cullingford (Chair)                      Graham Ward                      Lisa Handley                      Jonathan Sullivan.  
Lydia Kirk (Clerk)                      2 members of public  
Apologies for absence were received from Cllr Burroughes and Cllr Cook.
3. **Councillor Ward expressed an interest in item 12 (neighbouring property).** The clerk issued a dispensation for him to discuss the application but to leave before the voting took place.
4. **The minutes of the extraordinary meeting on 1<sup>st</sup> August 2019 were approved as a true record of the meeting.**
5. **The only matter arising, was the response from Hilary Slater, setting out what she intended to do following the meeting.** She is meeting with the Returning Officer on 16<sup>th</sup> September and will pass on our concerns before reverting back to us.

**PUBLIC FORUM**

No matters were raised from the public.  
Monthly reports from the County and District Councillors have been circulated and put on the village website.

6. **The Chairman wanted to thank the organisers of the upcoming ‘Celebrating Saxtead Festival’ for all their hard work to date.** He praised their enthusiasm and the diverse range of events that are open to all, and are attracting younger residents and those new to the village. He sent best wishes on behalf of the Parish Council and hopes the weather is kind for the weekend. The Festival has its own website- [www.celebratingsaxtead.co.uk](http://www.celebratingsaxtead.co.uk)  
The Chair also reported on the first visit by the Rural Coffee Caravan. With 100 flyers hand-delivered and posters in the village to advertise the event, the uptake was disappointing. It is hoped that more people will attend the next event on 20<sup>th</sup> September. GC stressed that the project is a good source of information and advice as well as providing a community get-together
7. **There was no clerk’s report.**

**8. Financial**

- a) The following payment was approved

Reference Number	Amount	Payee	Details	Cheque Number
P8 19-20	£43.52	East Suffolk Council	Uncontested election fee	

- b) The only receipt since the last meeting was 15 pence interest.
- c) The bank balances were noted as being £6,403.10 & £296.32. The bank print-outs and reconciliation were reviewed and signed off by the Examining Officer.
- d) The year-to-date payments and receipts account was reviewed and considered in order.
9. **Procedural**
  - a) Minor amendments to the Financial Standing Orders as recommended by NALC were adopted.
  - b) The Council resolved to part-fund a ‘VAT for Councils’ Training Session for the clerk at SALC at a cost of £50+ VAT (*to be split between 3 Parish Councils*).
10. **Framlingham Town Council’s Finance & Strategic Planning Committee is discussing our request to extend the footpath near Boundary Farm at its meeting on Thursday 12<sup>th</sup> September.** The Town Clerk will report back after this.

11. **Revised quotations for the village entrance signs to include installation, siting advice, risk assessments and liaising with other agencies have been received.** The cost for two signs is £7,000 plus VAT or £13,500 plus VAT for 4. Maurice Cook sent his support for the Exemplar Fund grant and the clerk submitted the application form before the deadline. Applicants should hear back further in the week commencing 23<sup>rd</sup> September. Cllr Burroughes has been sent the revised quotations for the entrance signs.
12. **Planning**  
DC/19/3265/FUL Pightle The Green Saxtead Suffolk IP13 9QB  
*Extensions and remodelling to existing dwelling with addition of detached garage.*  
The applicants outlined the application and answered Councillors' questions before leaving the meeting. The Council discussed the application and Councillor Ward then left the meeting. The Council voted to send no objections on the proposals. *Councillor Ward returned to the meeting*
13. **Public rights of way in the village were discussed.** There are ongoing issues with landowners not clearing the footpaths properly, which will need monitoring over the coming months. The field at Footpath 13 has now been harvested and SCC will continue to monitor complaints. Cllr. Handley will report issues online with overgrowth on two paths.
14. **Correspondence received was discussed.**
15. **There were no Councillor reports.**
16. **Items to be raised at the next meeting:-**  
-Footpath extension response  
-Village entrance signs  
-Begin to consider next year's budget
17. **The date of the next meeting was confirmed as Thursday 14<sup>th</sup> November 2019.**  
There being no further business, the chair closed the meeting at 9.05pm.

**Signed**

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**G. Cullingford**  
**Chairman**

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**Date**