

MINUTES OF EXTRAORDINARY MEETING OF SAXTEAD PARISH COUNCIL

Thursday 31st January 2019 at 7.45 pm

1. **The Chair welcomed everyone and thanked them for attending this extraordinary meeting at short notice.**
2. **Present**
George Cullingford (Chair) Graham Ward Jonathan Sullivan Lydia Kirk (Clerk)
Apologies for absence were received from Lisa Handley and Kevin Davis.
3. **There were no declarations of interests nor applications for dispensations**
4. **The Minutes of the meeting held on 10th January 2019 were approved as a true record of the meeting**
5. **There were no matters arising**
6. **The site meeting at Little Green was discussed.** JS, GW and LK met with a representative from the Community Payback Unit on 21st January 2019 (*GC sent his apologies as he was working in Ipswich*). The scheme could be used to clear vegetation from around the pond at Little Green. There would be a supervisor in attendance at all times and there is no charge for the work. The Parish Council would need to provide toilet facilities. It would be advantageous if a Councillor could visit the site a couple of times during the clearance to advise on which of the smaller trees to clear once the brambles have been removed.
The Parish Council have consulted Suffolk Wildlife Trust regarding these works, and have followed advice from its publication *Pond Restoration and Management*.
Councillors voted unanimously to proceed with the works in February & Cllr Sullivan signed the Contract on behalf of the Council. Council also agreed to hire a portaloos from Premier Toilet Hire at a cost of around £110+VAT for a 4 day hire. After these works have been completed and the pond has been given time to respond to the additional daylight, Council can then review whether any further works, such as digging out the pond, are necessary.
ACTION POINT Clerk to contact the Community Payback Unit confirming Council would like to proceed with the works. Also to send completed contract, and a copy of Public Indemnity Certificate.
ACTION POINT Upon confirmation from the clerk of dates for the work, GW to book the toilet.
7. **Council resolved to continue with the purchase of community defibrillator, noting a price increase of £40 since the purchase was originally agreed at the last Council Meeting on 10th January 2019.**
8. **Council resolved to purchase training for 12 people on the defibrillator at a cost of £200.**
9. **Councillors reported as follows:-**
GC reported that he has written to Councillor Burroughes as agreed at the last meeting but has not yet received a response.
GC has obtained a written quotation of £124.80 plus VAT from Bill Bulstrode for a replacement flag which is Ministry of Defence standard. He has also obtained a quotation from a company online. Because these quotations are over the £50 limit agreed at the meeting on 10th January 2019, this will be discussed at the Council's next meeting before purchasing.
JS and GW reported on works carried out by SCDC at the former toilet site. Whilst Council would like to thank SCDC for attending so promptly, there were concerns that the works carried out so far may be ineffective and do not address the problem.
ACTION POINT Clerk to contact SCDC to arrange a site meeting to discuss possible solutions for the issues.
10. **The date of the next meeting was confirmed as Thursday 14th March.**
There being no further business, the Chairman thanked Councillors for attending and closed the meeting at 20.30pm.

Signed:

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G. Cullingford
Chairman

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Date