

**MINUTES OF MEETING OF
SAXTEAD PARISH COUNCIL HELD ONLINE ON
Thursday 2nd July 2020 at 7.30pm**

1. The Chairman welcomed everyone and thanked them for attending the meeting, again held online due to the Covid 19 pandemic.
2. Apologies for absence were received from Dr Oliver Handley, County Councillor Stephen Burroughes and Ward Councillor Maurice Cook.

Present

George Cullingford (Chair) Graham Ward Jonathan Sullivan Lisa Handley
Lydia Kirk (Clerk)

3. There were no declarations of interest.
4. The Minutes of the Annual Meeting of the Council on 14th May 2020 were approved as a true record of the meeting.
5. **Matters Arising**
Regarding item 11, we have not yet heard from Cllr. Burroughes regarding the legality of the clerk signing pp. the Chairman during online meetings.

PUBLIC FORUM

There were no members of public present

6. The Chairman was pleased to note that the situation has improved since our last meeting and that we are moving forwards, with more local traders now being able to re-open. He was not aware of any recent issues of concern in the village regarding the pandemic. The Contractor responsible for the damage to Little Green has now settled the invoice of the farmer who carried out remedial work to the green.
7. The clerk reported that the as at 26th June 2020, SALC confirmed that Parish Councils can still not legally hold physical meetings. Regarding Parish Council Risk Assessments, we have now heard from Maurice Cook that no amendments regarding Covid 19 are necessary presently.
8. **Responsible Financial Officer's report**
 - a) The following payment was approved:

Reference Number	Amount	Payee	Details	Cheque Number
P3 20-21	£741.05	L. Kirk	Pay to 30.06.2020	715

In addition, an invoice for £110 was raised since the agenda was issued. Payment of this, to Suffolk Cloud for web hosting for the year, was approved.

- b) The bank balances were noted as being £7,899.03 & £296.65 on 27th June. The only payment received between the last meeting and 27th June was eight pence interest.
 - c) The bank print-outs and reconciliation were reviewed. LH has signed digital copies of the bank transactions which will be passed on to the clerk.
 - d) The year-to-date payments and receipts account, distributed prior to the meeting, was considered in order.
8. **Mowing of the village green sports triangle was discussed.** We have not yet heard from Cllr Burroughes regarding whether SPC could be liable if it stops cutting the grass and there is then an accident due to decreased visibility. The clerk sought residents' opinions regarding continuing to cut the green but had no responses. Cllrs discussed reasons for and against cutting this area.

JS proposed stopping cutting the triangle. This was seconded by GW. With two votes in favour and two votes against, the Chairman had the deciding vote and so the area will continue to be cut.

10. **The possible pavement extension from Saxtead Lodge to Boundary Farm was discussed.** The clerk has obtained details of the owners of the land over which the pavement would cross.

ACTION GW to speak to the local landowner to see whether he would agree in principal to the pavement.

ACTION LK to then contact the other two landowners seeking their agreement if GW receives a favourable response.

11. **It was not possible to discuss the village entrance signs without the Ward or County Councillor in attendance.** This will be raised again at the next meeting, at which their presence will be requested, in order to try and progress this ongoing matter.

ACTION Clerk to contact resident who was going to manage the finger signs project to check he has received SPC's email.

12. **The proposal for a new electricity supply at Boyce's Farm, crossing Little Green was discussed.** The Parish Council agreed to the works in principal, but could only sign the agreement as managers rather than owners.

ACTIONS Clerk to ask UK Power Networks if there would be any wayleave payment for these works. Also to write to the property owner asking him to pay a deposit regarding remedial works to the green, as was done previously in 2016 for a mains water supply across the green.

Clerk to complete and return consent form to UKPN.

13. **Correspondence received since date of last meeting was considered.**

ACTIONS

Clerk to check insurance value of War Memorial following it being listed.

Clerk to write to Mr Hines thanking him for his letter and passing on a redacted copy to the land agent.

14. **Cllr. Sullivan reported that Saxtead's Vicar will be retiring on Monday 6th July and suggested sending him a card from the Parish Council thanking him for his work in the village over the years.**

ACTION Clerk to send card as a priority, in hope it arrives before he leaves.

15. **Matters to be raised at the next meeting**

Discuss landowner responses to possible pavement extension

Village entrance signs and finger signs

16. **The date of the next meeting was confirmed as 10th September 2020.**

The meeting will be held online if legislation still allows.

There being no further business, the chair closed the meeting at 20.35pm.

Signed *L. Kirk*
L. Kirk pp. G. Cullingford
Chairman

10th September 2020
Date