

**MINUTES OF MEETING OF
SAXTEAD PARISH COUNCIL
Thursday 9th January 2020 at 7.30pm**

1. **The Chairman welcomed everyone and thanked them for attending the meeting. He was especially pleased to welcome two prospective Councillors to the meeting.**

2. **There were no apologies for absence.**

Present

George Cullingford (Chair) Graham Ward Jonathan Sullivan Lisa Handley
Lydia Kirk (Clerk) 2 members of public Ward Councillor Maurice Cook (*until 8.15pm*)

3. **There were no declarations of interest.**

4. **The Minutes of the meeting on 14th November 2019 were approved as a true record of the meeting.**

5. **There were no matters arising.**

PUBLIC FORUM

No issues were raised by the members of public present.

Monthly reports from the Ward Councillor have been circulated and put on the village website.

Cllr. Cook introduced himself to the Council as its Ward Councillor, elected in May, and went through some items from his monthly report. He explained that there will be changes to parking and parking enforcement in East Suffolk market towns, including Framlingham.

This led to discussion on parking and the monthly report.

With Councillors permission, the Chairman proposed moving items 12 and 13 forward so that Cllr. Cook could contribute before he had to leave.

12. **The Chairman thanked Cllrs Ward and Sullivan for meeting with representatives from Framlingham Town Council on 7th January to discuss the prospective footpath from Saxtead Lodge to Boundary Farm.** A clear strategy to help progress this matter was established. Saxtead Parish Council's first point of action must be to ascertain who owns the land in question. Subject to the outcome of this, a feasibility study and a survey of need would also then need conducting.

ACTION Clerk to look into ownership of the land, incurring reasonable Land Registry charges if necessary.

13. **Following the Council's unsuccessful Exemplar Fund bid for village entrance signs, Councillor Cook reported that the Exemplar Fund is to be replaced by grant funding allocated through the local Community Partnership schemes.** He suggested that he and Cllr. Burroughes might have some funds to put towards the purchase and installation of two entrance signs. Framlingham Town Council indicated that there has been a 25% increase through Saxtead to Framlingham since 2016 and it was hoped that CIL money would be available for such a project.

ACTION Cllr. Cook to look into whether CIL applications could be made for the signs

ACTION Clerk to obtain a quotation for purchase and installation of two village signs

Cllr Cook left the meeting at this point.

6. **The Chairman was pleased to report that the dangerous pothole along the A1120 is finally being repaired and that SCC have acknowledged that the works were not completed last year.**

GC reported that there was once again a large crowd at the Boxing Day meet at the pub, which was this year organised by the Hamilton Bloodhounds pack.

7. **The clerk reported that she has received thanks from Leiston C.A.B for the Parish Council's donation.** They have noted our suggestion regarding emailing correspondence and all future communications from them will be by this method.

The clerk and Chairman will be attending the next East Suffolk Council Planning Forum for Town and Parish Council's on 24th January.

8. Financial

a) The following payment was approved:

Reference Number	Amount	Payee	Details
P16 19-20	£728.05	L. Kirk	Pay to 31.12.2019

- b) The bank balances were noted as being £6,813.66 & £296.47 on 31st December 2019. The only payment received between the last meeting and 31st December 2019 was 15 pence interest.
- c) The bank print-outs and reconciliation were reviewed and signed off by LH.
- d) The year-to-date payments and receipts account distributed at the meeting was reviewed and considered in order.

9. The draft figures for the 2020-2021 budget as discussed at the last meeting were approved, save for an additional £120 to be allocated for new Councillor's Training in the hope that more than one Councillor vacancy will be filled this year. This additional cost resulted in the final budget figure being £5,147.

This was proposed by JS, seconded by GC and approved by 3 Councillors, with one Councillor abstaining from voting.

10. **The precept for 2020-2021 was discussed, as was the possibility of requesting some additional funds to contribute towards the entrance sign project.** However, Councillors were mindful of large increases to the precept, especially with the budget figures discussed at item 9 being around 8% higher than in the previous year.

This precept figure of £5,147 in line with the budget figure, was proposed by GW, seconded by JS and approved by 3 Councillors, with one Councillor abstaining.

ACTION Clerk to request the sum of £5,147 from ESC before the deadline.

11. **The Chairman thanked the resident who reported the extensive damage that was caused to Little Green by an agricultural vehicle getting stuck whilst trying to turn around on the grass on 21st December.** He also thanked the resident who recorded the incident as it was happening and provided evidence of the company that caused the damage. After chasing, the hauliers confirmed on 3rd January that they will rectify the damage as soon as possible.

ACTIONS Clerk to chase progress on this and get confirmation from the hauliers that their contractor has full insurance and to confirm that they will re-seed the grass after the remedial works have taken place. Clerk to notify the hauliers of the mains water pipe that runs across this section of the green. Clerk to ask haulier to carry out remedial works as soon as the weather and ground conditions permit.

Clerk also to notify our insurer's of the incident and check that we are covered for this damage in case this route becomes necessary.

14. **Correspondence received since the date of the last meeting was considered.** Councillors agreed that they would like to find out more information about the new Framlingham Inclusivity Project, which aims to involve people in local projects such as fitness, environmental causes, arts etc. This led to some discussion on the village newsletter and whether this could be developed.

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

Damage to Little Green

Progress on the footpath extension

Updates on the village entrance signs

16. **The date of the next meeting was confirmed as 12th March 2020.**

There being no further business, the chair closed the meeting at 21.05pm.

Signed *L. Kirk pp* *G. Cullingford* 14th May 2020
G. Cullingford
Chairman Date