

**MINUTES OF MEETING OF
SAXTEAD PARISH COUNCIL
Held at Dennington Village Hall on
Thursday 13th January 2022 at 7.30pm**

1. **The Chair welcomed everyone to the meeting.** He thanked them for attending. Apologies for absence were received and accepted Lisa Handley (another commitment) and County Councillor Burroughes also sent his apologies.

Present

George Cullingford (Chair) Jonathan Sullivan Simon Hordern Paul Johnson
Liz Wale David Johnson Lydia Kirk (Clerk) Resident- Evelyn Sullivan

2. **There were no declarations of interest.**
3. **The minutes of the extraordinary meeting held on 2nd December were approved as a true record of the meeting and were signed by the Chair.**
4. **There were no matters arising.**

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No matters were raised.

Reports from the Ward and County Councillors were shared.

5. **The Chair was pleased to note that the village does not appear to have suffered too badly from the latest variant of Covid-19.**
He also thanked Cllr. Handley for noticing the defibrillator was not working and for arranging its collection and replacement.
Sadly there has been two incidences of fly-tipping along World's End Road over the last couple of days [*SH has reported one to ESC and will report the other tomorrow*].
GC was also pleased to note that there is again a police presence in Framlingham, with Officers once again using the Fire Station as a base.
6. **The Clerk has submitted the Council's response, composed by JS, to ESC's Affordable Housing Policy Consultation.** She has also submitted the Council's response to SCC's lorry route consultation as prepared by GC, JS and County Councillor Burroughes to SCC.
7. a) The following payments were approved and will be paid online:

Reference Number	Amount	Payee	Details
P17 21-22	£771.60	L. Kirk	Pay to 31.12.2021
P18 21-22	£2.60	HMRC	PAYE to 5.1.2022
P19 21-22	£10.00	SALC	Preparing for CILCA briefing

- b) The following payments have been made since the last meeting:

P9 21-22	£2.60	HMRC	PAYE
P10 21-22	£120.00	SALC	Councillor training 4 modules P. Johnson

Six pence interest has been received since the last financial report.

- c) The current and deposit account balances were £1,562.79 & £7,297.00 respectively on 31st December 2021.
- d) The bank statements and reconciliation were reviewed and signed by the Examining Officer.
- e) The year-to-date payments and receipts account was considered in order and in line with the agreed budget.
8. **Procedural**
- i) The budget figures for 2022-2023 were discussed again. It was agreed to budget £500 for the village Jubilee celebrations, which brings the total budget to £5,722.

- ii) DJ proposed keeping the precept at £5,147 for 2022-2023. This was seconded by JS and carried unanimously.
9. **Regarding the budgeted £100 charitable donation, GC proposed donating £50 to the Leiston Citizens Advice Bureau and £50 to the Rural Coffee Caravan which visits the village.** This was seconded by JS and carried unanimously. (P20& 21 21-22- to be paid online)
 10. **& 11. There is no progress to report on the pavement extension nor speed limit reduction.** It was agreed that the Clerk will await an update from Cllr. Burroughes until 20th January, after which it was agreed to contact SCC's Highways Cabinet Member to press some urgency on these matters. It was noted that our site meeting with SCC was on 21st September 2021 and, despite chasing, we still have not received costings for this project.
 11. **See above.**
 12. **ESC has sent some useful information regarding surveying residents.** SH has drafted a cover letter to accompany the survey. An example survey from another local Parish Council is awaited and then the survey will be finalised and distributed. The responses can also be used to help form the environmental action group.
 13. **Councillors' attention was drawn to the consultation document concerning Suffolk County Council's proposed Transport Policy which promotes prosperity and environmental responsibility related to the road network.** It was accepted that most people will favour faster road transport networks, greater prosperity and improved environment conditions but concern was expressed that the proposed policy did not identify "quality of life" issues that may hold equal importance for many village communities.
 14. **It was agreed to purchase a black wrought iron 'full' tree guard locally, to protect the commemorative oak that is due in February.** Pembroke College has asked who would be responsible for maintenance of the tree and Councillors agreed that the Parish Council would be. LW offered to look after and water the tree once it has been planted until it is established. **ACTION** LK to order tree guard. Also to check if the oak tree/root damage would be covered in our insurance policy and to ascertain the location of Essex & Suffolk water pipes across the Village Green where the tree would go. It is thought that Christina Darrell-Brown, will approach the council for funding for items such as portable toilets and ingredients for baking etc, as the Parish Council is enabling the event rather than overseeing it. PJ will discuss this with her and it might be advantageous for her to come to our next Parish Council meeting to discuss the plans further.
 15. **The main hall user has expressed concern that our Parish Council meetings in the meeting room disturb the quiet periods at the end of her sessions.** It was noted that the group had left by 7.25pm this evening, before the Parish Council meeting started. **ACTION** LK to discuss with the Bookings Manager to see if this arrangement can be continued on our meeting nights. If not, the Parish Council may need to change its venue, date or time of meetings.
 16. **Matters to be discussed at next meeting**
Discuss subscribing to a digital village map such as Parish Online
 17. **The date of the next meeting was confirmed as 7.30pm on Thursday 10th March 2022** PJ sent his apologies in advance as he will be away on this date. *[This has since corrected to 17th March as agreed at last meeting].*
There being no further business, the chair closed the meeting at 8.50pm.

Signed *L Handley*
Vice Chair

17th March 2022
Date