

**DRAFT MINUTES OF MEETING OF
SAXTEAD PARISH COUNCIL
Held at The old Mill House, Saxtead on
Monday 19th June 2023 at 7.00pm**

1. The Chair welcomed everyone to the meeting

Councillors Present

Liz Wale, Simon Hordern, Evelyn Sullivan, Tracey Colchester

2. There were no declarations of interest.

3. The Minutes of the meeting held on 10th May 2023 were approved as a true record of the meeting by all who were at that meeting.

4. There were no matters arising.

PUBLIC FORUM

Paula Slater and Sarah Rimmer

5. Chair's Report

- Talked through correspondence on the water tankers in Saxtead and the progress made in terms of changing the current site of the tankers. The Chair agreed to keep pressing the relevant persons to try to get a clear rationale from them for the tankers and what can be done to make sure that they are not needed.
- Talked through correspondence from residents relating to cutting of the village green that is now incorporated into the annual hay cut. Mostly positive feedback and one negative. All contributors were invited to attend future meetings should they wish to.
- Discussed that we had received a proposal for the cost of internal audit – to be picked up at the regular July PC meeting
- Discussed ESPA group and that they might be able to attend the July meeting so we could learn more about what the group is achieving and working on
- Bank mandate still unresolved – need to resubmit the forms
- Stated that the main focus of this evening meeting was to agree to elect a new Clerk.
- Discussed correspondence on the village defib which was gratefully received. Residents have been given leaflets regarding location, PC to re-email the mailing list again as a reminder.

6. Agreed to elect David Lines as Saxtead PC Clerk.

This was proposed by Simon Hordern and seconded by Tracy Colchester. Liz to contact David and set up standard NALC contract with him

7. Agreed to accept Lisa Handley's continuation of support on the Defibrillator detailed below

This was proposed by Simon Hordern and seconded by Tracy Colchester

Lisa has kindly offered to continue to allow the defib to be kept on her premises at Windmill Lodges and will continue to carry out regular checks. It is registered with The Circuit, and Lisa routinely updates the status of the defib on the website. Residents can also find it on this website and see if it is available. <https://www.defibfinder.uk>.

Lisa is currently, the point of contact for the defibrillator and receives notification when the defib details have been given out by East of England Ambulance Service. The defib is then not shown as available until Lisa updates the website to say it is available after she has checked it, or collected it if required, and if it has been used, the pads replaced. Lisa is happy to continue with this and will notify the parish clerk if the details have been given out and the defib potentially used.

The PC will be responsible for funding the replacement pads and replacement battery

8. Matters to be discussed at next meeting

Welcome of new Saxtead PC Clerk
Coopt potential new Council Member
ESPA planning group – possibly able to join our meeting on the 12th July
Elan City Speed monitor info
Councillors' aspirations
Coffee Caravan
A possible commemorative Bench in the Village
Quiet Lane project
Update on Barclays Mandate
Agree Internal Audit
Village Signs
Village Speed Limit
Contract for use of The Green

18. The date of the next meeting was confirmed as being Wednesday 12th July at 7.30pm at the Old Mill house.

There being no further business, the Chair closed the meeting at 19.28pm.