

DALHAM PARISH COUNCIL

Minutes of meeting held on Tuesday 17th September 2013

Those present: Rachael Padman (Chairman), Colum Carr, Angela Carr, Isobel Aylott, Jackie Bolton and Mrs J Ince (clerk). PCSO David Cowan arrived at 7.45pm.

1. Acceptance of apologies for absence

Apologies were received from Vera Azzuri and Jerry Atkinson and the reason for absence accepted. Councillor Chambers also sent her apologies.

2. Declaration of Interest in items on the agenda

No councillors declared an interest in any items on the agenda.

3. Update on list of actions since the last meeting

One action was outstanding, a date needs to be set for the Emergency Plan working party. Only two people turned up for the litter pick so it was cancelled. Rachael Padman attended the last parish forum. Forest Heath has made a decision to transfer the cost of future elections to parishes. A full election for 177 electors in Dalham would cost £1,460.

4. Report from the Safer Neighbourhood Team

No crimes have been reported since the last meeting. The Council asked if there had been any reports of cats missing as three have disappeared in Dalham recently.

5. Approval of minutes of the meeting held on Tuesday 16th July 2013

It was resolved that the minutes were correct. The chairman then signed the minutes.

6. Finance

a) Approval of payments:

It was resolved that the following payments would be approved:

- J P Ince - expenses - LGA 1972, s111 - **£19.07**
- Suffolk ACRE Insurance Services - LGA 1972, s111. It was resolved that the Council would commit to a 5 year long term undertaking at an annual cost of **£239.43**.
- Risby Parish Council - annual phone costs - LGA 1972, S111 - **£32.99**. Risby Parish Council has taken out a new phone contract. The price plan costs £20.83 per month + a bundle for 0845, 0800 and 0870 numbers of £2.08. Total: £22.91 ex VAT. This is a reduction of £13.11 per month. The annual cost payable to Risby Parish Council will be £32.99 a reduction of £17.41

b) Summary of the receipts and payments made since the last meeting

It was resolved that the statement of receipts and payments was correct

c) Annual Return 2013

The Annual Return has been returned by the internal auditor BDO LLP. No matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met. As the Council's income/expenditure is below £10,000 there is a nil fee.

d) Draft budget 2014/15

It was resolved that the clerk would add the donation of £564 for the grit bins into the income for 2013/14. The grass cutting budget would be increased to £1,300. The clerk was asked to contact Ken Hutchinson to ask him to start cutting the verges in April and to complete 3 more cuts spread out throughout the growing season (approximately every 6 weeks). If weather conditions are unusually wet or dry, this time scale could be amended. The clerk was asked to adjust the budget figures to a maximum increase of £320 for election costs. The Council agreed to pay an annual contribution of £180 towards a workplace pension scheme for the clerk.

e) New pay scale for clerks - for information only

The new rate for SCP 27 is £12.052 per hour and increase from £11.931 of £0.121 per hour. It was resolved that the clerk would be paid any shortfall at the end of the financial year.

7. Planning

a) Article 4 direction

In August 2013 the Council delivered flyers to all the properties in Dalham village to gauge opinion about the possibility of applying for an Article 4 Direction. 24 forms were returned, 12 residents were for the idea and 12 were against. It was resolved that the clerk would put a short article in the newsletter, explaining that the flyer was merely to gauge opinion and to help the Council decide whether it is worth applying for an Article 4 Direction, but no decision has been made. The clerk was also asked to produce an A4 sheet giving more details about the process of applying for an Article 4 direction with links to sources of further information, This information would also be included on the website. A date for an informal information meeting with councillors would be set at a later date and included on the flyer. I Aylott has received a letter of complaint from K Last

about the way the consultation was carried out. It was also resolved that I Aylott would speak to K Last about to find out if he would like a formal response from the Council in response to his letter to her. It was resolved that the clerk would draft a formal response, if required, explaining the purpose of the flyers as detailed above.

b) Possible extension of the boundary of the conservation area

It was resolved that the clerk would ask Boyd Nicholas when the Conservation Area is due to be re-surveyed as there are issues which the Council feels need to be raised and to ask if he would be willing to come to the next meeting to discuss these issues.

c) The Woodyard

The clerk emailed Sarah Drane at Forest Heath District Council in July to enquire about the planning application for the Woodyard. Her e-mail was forwarded on to David Reilly from Building Control at FHDC. He rang the clerk and explained that is planning permission dating back to 1974 as well as proof that the work on the foundations was actually started. The rule is that an applicant has 3 years to start a work otherwise he/she would have to reapply, but once the work has started there is no time limit. He said it is unusual for planning permission to date back so far, but if it does, the Building Regulations at the time of the application apply, NOT current regulations.

David O'Reilly has been out to inspect the foundations and he confirmed that they are good foundations on good ground. He knows the floor has been started.

The clerk was asked to find out which properties in Dalham pay Council Tax and the regulations with regard to renting properties.

d) E-mail from FHDC re planning decision notices - for information only

In future planning decision notices will not be e-mailed but councils will need to check the weekly planning lists.

8. Highways/Rights of Way issues:

a) Meeting about speeding between Dalham and Moulton

It was resolved that the Council would seek volunteers for the scheme before arranging a meeting with Moulton and that R Padman will let Bill Rampling know.

b) Verge cutting and tidiness of the village

There is differing opinion within the village about how the village should be kept. The Council agreed that it is happy with the appearance of the village at this stage. It was resolved that the clerk would arrange a meeting with Highways about their verge cutting contract.

c) Changes to 312 bus service

It was resolved that details would be included in the next newsletter.

d) Overgrown trees on Stores Hill and Lidgate Road and Leylandii which need cutting back

C Carr agreed to cut back the trees on Stores Hill outside his property. It was resolved that the clerk would contact the Estate again about the trees on Lidgate Road and Suffolk County Council about the leylandii which have still not been cut back.

e) Definitive map for Dalham

The clerk has now obtained a copy of the definitive map for Dalham.

f) Footpath map

A query has been raised about the existing footpath map which needs updating to show the new footpath and because some of the coloured dots need replacing. It was resolved that R Padman will contact Phil Brown about updating the map.

g) E-mail from P Harris re the Denham Road ditch which needs clearing out and better grills provided to stop blockages by Makins Barn

It was resolved that the clerk would contact Highways again to find out when the work will be carried out.

9. Registering the pub as a Community Asset

It was resolved that the Council would nominate the Affleck Arms as a community asset and that the clerk would write a letter to the landlord of the Affleck Arms, John Porter, explaining this decision.

10. Correspondence:

a) To discuss the offer of up to £1,000 locality funding for Dalham and Suffolk County Council's Small Grants Scheme. The following ideas were put forward:

- Create a hard standing for the recycling facilities at the back of the village hall.
- Provide seating around the trees at the back of the village hall
- Purchase a new updated footpath map with a second copy to be provided in a notice board in Dunstall Green Road.
- A projector for the village hall
- A French bowls pitch

The Council's preferred option was to update the footpath map and provide one for the residents in Dunstall Green Road, however it was resolved that the clerk would contact the Village Hall Committee asking for their 'wish list' and if they have a preferred option.

- b) E-mail from SALC offering hard copies of the 4th edition of the Good Councillors Guide for £2.00 each + £1.30 P&P. It was resolved that the clerk would request 6 copies
- c) E-mail from The Rural Services Network about their 'Rural Fair Share Campaign' which aims to send a clear message to the Government from all rural areas in England that the current funding system is unfair, rural areas are losing out on essential funding to deliver services to rural communities. This year, the Rural Fair Share Campaign is giving your council the chance to lend your voice to this argument by signing a petition to be championed by your local MP at parliament. It was resolved that the clerk would write to Matthew Hancock MP asking him to support this campaign on behalf of rural villages like Dalham.
- d) E-mail from Waste Management about their textile recycling scheme. It was resolved that details would be included in the next newsletter and that the clerk would contact Waste Management to request a stock of replacement bags for the village.
- e) E-mail from Healthwatch Suffolk looking for volunteers. It was resolved that a request for volunteers would be included in the next newsletter **There being no further business the meeting closed at 9.45p.m.**

Signed (Chairman) Dated