

## DALHAM PARISH COUNCIL

### Minutes of the Annual Meeting held on Tuesday 19th May 2015

**Councillors present:** I Aylott, R Padman, J Bolton, K Ferrin and J McCully

**Also present:** Mrs J Ince (Clerk), County Councillor Lisa Chambers and District Councillor James Lay.

#### 1. County Councillor's Report

Lisa Chambers spoke about education and the recent OFSTED report which identified a number of strengths as well as weaknesses. The media has focussed on the negatives, for example that Suffolk County Council(SCC) has been too slow to react to concerns, however SCC was complimented on its Early Years and Post 16 provision. OFSTED will come back in two years to give SCC time to embed its plans. SCC was aware of the things that OFSTED pointed out and is working on them, for example that there is not enough school to school support.

The new cabinet will be appointed on 21st May. There is a cabinet paper looking at devolution. SCC has been working with its partners to look at devolving its powers from Central Government, for example Health and the public sector.

A question was asked about Suffolk's education budget compared to other areas. Lisa Chambers confirmed that Suffolk is one of the 40 most underfunded areas. A request was also made for more information about the way forward for Adult and Social Care. Lisa Chambers agreed to report back at the next meeting.

#### 2. District Councillor's Report

Dalham's new District Councillor James Lay introduced himself. He lives in Gazeley and is keen to support local parishes. He stood as a councillor as he has had certain reservations about the way this area has been looked after by FHDC, particularly in relation to planning. FHDC's planning policy has been very piecemeal and he believes that there should be a more cohesive policy. He is aware of two planning issues in Dalham, the Woodyard and the Mill.

#### 3. Election of chairman and vice chairman

I Aylott was nominated and following a vote, it was resolved that she would be chairman. R Padman was nominated and following a vote, it was resolved that she would be vice-chairman.

#### 4. Signing of Declaration of Acceptance of Office and agreement to abide by the Council's Code of Conduct by the chairman and councillors

The chairman and councillors signed a Declaration of Acceptance of Office.

#### 5. Register of Members' Interests form.

The councillors completed new Register of Interest forms.

#### 6. Highways/rights of way matters/tree or transport issues:

##### a) Update on the ownership of Brookside following the Annual Parish Meeting

The Council has made extensive enquiries to establish the ownership of Brookside. The evidence points to the fact that Brookside belongs to the old Dalham Estate and was not transferred in the sale to Sheik Mohammed. It appears, from all the evidence the Council has gathered, that Brookside is owned by the beneficiaries of Major Phillip's estate. It was resolved that the clerk would draft a 'without prejudice' letter explaining the situation and saying the Parish Council has exhausted all lines of enquiry and that it is not within the Council's powers to take any further action as it is an issue for the resident's of Brookside. The letter would also include a summary of evidence. The letter would then be emailed to the councillors for checking.

##### b) Cutting of grass verges along Brookside

It was resolved that the Council would not cut the verges as it is a private road and the Council does not have the right to cut it and that this information would be included in the letter to Brookside residents..

##### c) E-mails from a resident and the Rambler's Association about a footpath from Dunstall Green to Dalham which is overgrown

The Council has received an email from a resident about a path from Ousden to Dalham which is marked on the footpath map but which is overgrown. The email was copied in to the Rambler's Association who have also responded. The footpath map was produced as part of a proposed footpath rationalisation scheme in Dalham, Lidgate and Ousden. The proposals in Lidgate went ahead but those affecting the Dalham Estate did not, following the Estate's former owners entering into a Countryside Stewardship arrangement for ' New Road ' . Unfortunately by the time this happened, the walk leaflets had been in circulation for, perhaps, 15 years, and the footpath map would have been in position. It was resolved that the clerk would email the resident explaining the situation and that the Council is in the process of reviewing the footpaths in Dalham and is working with Suffolk County Council to produce an updated leaflet.

#### 7. Appointment of councillors to the planning committee

It was resolved that all councillors would be appointed to the planning committee with a minimum of three required to attend planning meetings.

- 8. Appointment of a Parish Council representative to the Village Hall Management Committee**  
It was resolved that R Padman would be appointed as Parish Council representative to the Village Hall Management Committee
- 9. Acceptance of apologies for absence**  
No apologies were received.
- 10. Declaration of Interest in items on the agenda**  
No councillors declared an interest in any items on the agenda.
- 11. Approval of the minutes of the meeting held on Tuesday 17th March 2015**  
It was resolved that the minutes were correct. The chairman then signed them.
- 12. Update on list of actions agreed at the last meeting**  
There were no urgent outstanding councillor actions. It was resolved that the Council would prioritise the footpath leaflets, welcome letter and Emergency plan.
- 13. Issues raised at the Annual Parish Meeting**  
Two issues were raised at the Annual Parish Meeting, the ownership of Brookside and dog fouling. The ownership of Brookside is discussed in 6a above. It was resolved that an article about dog fouling would be included in the next newsletter and posters would be displayed at the Village Hall and on the main notice board. The clerk was asked to order more signs from Keep Britain Tidy.
- 14. Co-option of a new councillor**  
I Aylott agreed to speak to J Atkinson to ask if he is interested in being co-opted onto the Council.
- 15. Finance**
- a) Approval of payments**  
It was resolved that the following payments would be approved:
- Dalham PCC - donation - Local Government Act 1972, s. 214(6) and S137 as agreed in the budget - **£500.00**
  - J P Ince - expenses - LGA 1972, s111 - **£40.42**
- b) Internal control of the 2014/15 accounts carried out by K Ferrin**  
K Ferrin has completed and signed the checklist of internal controls. No issues were raised.
- c) To approve the Income and Expenditure accounts for the financial year 2014-2015**  
It was resolved that the accounts would be approved.
- d) To complete and sign sections 1 and 2 (Statement of Accounts and Statement of Assurance) of the annual return 2015 and to approve and sign the supporting notes.**  
Councillors completed sections 1 and 2 of the Annual Return 2015 (Statement of Accounts and Statement of Assurance). The chairman and RFO then signed both sections. Councillors also approved the supporting notes. It was resolved that E Taylor would act as internal auditor as no one in the village has come forward.
- e) To approve the Financial Report which the Council needs to publish as part of the Transparency Code 2015**  
It was resolved that the financial report would be approved.
- f) Precept information for 2015/16**

Forest Heath Parish	Total Parish Requirement (amount paid to Parish)		Local Council Tax Support Grant	Parish Precept (amount paid by Parish Residents)
Dalham	£5,843		£0	£5,843

- g) Bank mandate form adding the clerk as a new signatory so that the Council can use electronic banking.**  
This item is still outstanding.
- h) Santander account**  
Confirmation has now been received that the account has been closed and the balance of £1.23 transferred to the current account.
- 16. Inspection of Council property**  
This has not been completed yet. J Bolton confirmed that the grit bin and notice board in Dunstall Green Road are both OK.
- 17. Planning**
- a) Appeal Hearing for the Woodyard**  
The clerk has contacted FHDC to find out if it would be possible for a councillor to make a representation to the Planning Inspector without attending the whole hearing as this is difficult due to work commitments. Karen

Littlechild at FHDC has suggested that a councillor attend the start of the hearing and ask the Inspector if it would be possible to make a representation and explain that it is not possible to stay for the whole hearing due to work commitments. This would be at the discretion of the Inspector. It was resolved that R Padman would attend the hearing on the morning of 17th June.

- b) **DC/15/0913/TCA - Hall Farm, The Street, (i) Fell one cedar which has outgrown situation and overshadows garden, (ii) reduce by 30% and remove reverted shoots and limbs one ash leafed maple (iii) Reduce by 30% one Norway maple to bring away from power cables and reduce shadowing of neighbours garden**

It was resolved that no objections would be made to this application.

- c) **Update on The Mill**

An enforcement notice is pending.

**18. Correspondence**

- a) **Information from BT about their Adopt a Kiosk scheme**

It was resolved that no action would be taken as the mobile phone signal in Dalham is so poor and the phone box is still used.

**19. Any other business for noting or including on the next agenda**

- a) The suggestion was made to paint the public footbridges. K Ferrin agreed to find out the price of paint. The clerk agreed to find out if any locality funding would be available. The Chairman was authorised to agree a payment up to £50.

- b) The suggestion was made to look into the purchasing of a defibrillator for the village. This item will be included on the next agenda.

**There being no further business the meeting closed at 9.30pm.**

**Signed..... Dated .....**