

DALHAM PARISH COUNCIL

Minutes of the meeting held on Thursday 17th September 2015

Councillors present: Isobel Aylott, Karine Ferrin and Jay McCully

Also present: Mrs J Ince (Clerk)

1. Acceptance of apologies for absence

Apologies were received from Rachael Padman, Jackie Bolton, District Councillor James Lay and County Councillor Lisa Chambers

2. Declaration of Interest in items on the agenda

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

3. Approval of the minutes of the meeting held on Thursday 23rd July 2015

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

4. Update on list of actions agreed at the last meeting

Karine Ferrin updated the Council about her research into the possibility of purchasing a defibrillator for Dalham. Dalham Village Hall Committee (not the Parish Council) could apply for a grant from the British Heart Foundation. The village would also need to purchase a cabinet to store the defibrillator in. Another option would be to buy one from the East Anglian Ambulance Service. Karine Ferrin will ring to find out the cost. The advantage of this would be that in an emergency the ambulance would know where the defibrillator is situated. Dalham Parish Council would need to decide on a location. The best option would be to attach it to a building.

5. Finance

a) Progress of the application to set up online banking

Dalham Parish Council has received letters from Lloyds confirming that Rachael Padman and Joanne Ince have registered for online banking. It was resolved that where possible all future payments would be made electronically subject to the checks agreed at the last meeting.

b) Approval of payments

Electronic payments

- Risby Parish Council, annual phone costs, LGA 1972, s111 - **£18.36**
- J P Ince - shovels for the grit bins - Highways Act 1980, s.96 - **£12.00**
- J P Ince, expenses, LGA 1972, s111 - **£11.17**
- Business Services at CAS Ltd - Insurance - LGA 1972, s111 - **£235.12**

Isobel Aylott and Karine Ferrin checked the invoices and signed the Schedule of Payments.

Isobel Aylott completed and signed the Checklist of Internal Controls

c) Statement of receipts and payments

It was resolved that the statement of receipts and payments would be approved.

d) Annual Return 2015

The Annual Return 2015 has been returned from BDO LLP. No matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

6. Planning

a) Forest Heath District Council's Core Strategy consultation documents

As Dalham has not been earmarked for any future development, it was resolved that no further action would be taken at this stage.

b) Update on the Mill

This item is still ongoing

c) Update on the Woodyard

The planning appeal hearing took place on 4th September. The outcome is not yet known.

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

a) Outstanding highways issues

The Council is still awaiting a date from Highways Engineer Claire Starling to visit Dalham. Lisa Chambers has been notified of this.

b) Update on the progress of the footpath map

Three councillors attended a meeting in Ousden to discuss the footpath map with representatives from Ousden and Lidgate Parish Councils. Some potential routes were agreed and there will be another meeting on 14th October to review their progress. One proposed walk covers all three parishes and three shorter walks have been chosen around Dalham. There is a meeting after which it is hoped that the suggested routes will be ready to submit to Suffolk County Council. The clerk had contacted Jackie Gillis at Suffolk County Council to check the progress of the footpath map scheme. The scheme is still running but with fewer resources.

c) Brookside

It was resolved that the clerk would write to the trustees of the J P Phillips Estate to make them aware Dalham Parish Council had been asked to look into it the ownership of Brookside and based on research from past minutes it would appear that they are the owners of Brookside. The clerk was asked to draft a letter. Once the letter has been sent, the Council will update the residents of Brookside.

d) Vehicle Activated Signs (VAS)

The Council has been contacted by Lisa Chambers to find out if it would like to apply for Vehicle Activated Signs which would be shared with at least one other parish council. As speeding was one of the concerns raised in the Parish Plan, it was resolved that details of the scheme would be included in the next newsletter along with a request for volunteers to help run the scheme. The proposed locations would be Gazeley Road and Lidgate Road.

e) Hedges

A number of hedges in Dalham are now overgrown and impeding the highway. It was resolved that an article would be included in the next newsletter reminding residents of their responsibility to ensure that trees and hedges do not overhang pavements and road. Where possible the Council would also speak to the owners informally first. If the hedge is not cut back within a reasonable period of time, the Council would then implement its hedge policy and send a letter asking for the hedge or trees to be cut back.

10. Possibility of organising a six monthly meeting with the Dalham Estate

Isobel Aylott has arranged to meet Lauren Gibson Green on 21st September to discuss this.

11. Correspondence**a) E-mail from SEBC about a community emergency planning workshop on 5th October 2015 from 10am - 1pm in Bury St Edmunds.**

Isobel Aylott agreed to attend if possible.

b) Invitation to Community Action Suffolk's Annual Review on Thursday 8th October from 4-6pm

No councillors were able to attend.

c) E-mail from the Voluntary Network about community transport. The questionnaire can be completed online at www.thevoluntarynetwork.org

Councillors were not aware of anyone in village using community transport but details of the questionnaire will be included in the next newsletter.

d) E-mail from the Joint Emergency Planning Unit about the Community Emergency Planning Conference 13th November 2 - 8pm - Stowupland Village Hall.

No councillors were able to attend.

e) Letter from West Suffolk Voluntary Association for the Blind asking the Parish Council to promote their organisation in the parish

It was resolved that details of the services provided by West Suffolk Voluntary Association for the Blind would be included in the next newsletter.

e) E-mail from Chris Curtis about the Roadside Nature Reserve (RNR) in Dalham

The Parish Council has received an e-mail from Chris Curtis the warden of the RNR in Denham Road. A large number of flowers were lost when the verge was cut recently and he is keen to avoid this happening again. He enclosed an article for the newsletter explaining about the RNR to raise awareness in the village.

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

The clerk told councillors about the Clean for the Queen campaign which is being organised by Keep Britain Tidy in March 2016 and suggested arranging Dalham's annual spring clean to coincide with this event. This item will be discussed in more detail at the next meeting.

There being no further business the meeting closed at 8pm.

Signed..... Dated