

DALHAM PARISH COUNCIL

Minutes of the meeting held on Thursday 19th November 2015

Councillors present: Isobel Aylott (Chairman), Rachael Padman, Karine Ferrin and Jackie Bolton

Also present: Mrs J Ince (Clerk)

1. Acceptance of apologies for absence

Apologies were received from Jay McCully and James Lay.

2. Declaration of Interest in items on the agenda

Isobel Aylott declared an interest in item 8a.

3. Approval of the minutes of the meeting held on Thursday 17th September 2015

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

4. Police attendance at meetings

The Parish Council has received a letter from Suffolk Constabulary about future attendance at parish council meetings. If there is a specific local issue being discussed at a planned meeting or a police presence is required following a major incident, then the Police will send a representative. The Safer Neighbourhood Teams will continue to maintain liaison with parish councils. Local SNTs will continue to provide written reports on local crime issues until the Constabulary's new website goes live in 2016.

It was resolved that councillors would let the clerk know if there are any specific police issues in Dalham so that the Police can be invited along when necessary.

5. County Councillor's Report

The Council has received an e-mail from Lisa Chambers notifying the Council of her decision to resign. It was resolved that the Council would send her a message thanking her for her support for Dalham over the years.

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

Defibrillator - Karine Focus has contacted the East of England Ambulance Service. The cost of a defibrillator unit is £995 and £950 for the case with free training for up to 12 people.

It was resolved that the Council would try to raise funds to purchase a defibrillator. A request for donations and volunteers would be included in the next newsletter. A flyer will also be produced to give out at the Christmas fair. It was resolved that the Council would contact FHDC about the possibility of locality funding.

7. Finance

a) Approval of any payments and signing of Schedule of Payments

Electronic payments

- J P Ince, expenses, LGA 1972, s111 - **£14.53**
- K Hutchinson & Son - verge cutting - Open Spaces Act 1906, s10(b) - **£432.00**

Rachael Padman and Jackie Bolton checked the invoices and Isobel Aylott signed the Schedule of Payments.

b) Purchase of archive boxes to dispose of planning applications

It was resolved that the clerk would be authorised to dispose of up to 10 archive boxes at a cost of £4 per box as quoted by Box It and that the cost would be split between five of the councils she works for. The clerk was asked to request a certificate from Box It confirming that the documents have been disposed and to check that the company is certified to dispose of documents.

c) Approval of the record of online payments made since the last meeting

It was resolved that the record of online payments would be approved. Rachael Padman then signed it.

d) Signatory to complete the checklist of Internal Controls

Isobel Aylott completed and signed the Checklist of Internal Controls

e) Statement of receipts and payments made since the last meeting

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

f) To discuss the draft budget for 2015/16 and consider the following issues:

• Level of reserves

It was resolved that £250 would be added to the Council's reserves.

It was resolved that no money would be allocated for elections as there are already sufficient funds held in reserve and that £450 would be allocated towards a community project.

8. Planning

a) DC/15/2091/TCA - Dairy Farm, 2 The Street, Dalham - TCA notification - crown raise one yew to 2.5 metres over garden and 1 - 1.5m to give clearance from fabric of building. Reduce upper crown to shape and correct imbalance by 0.5 - 1.5m. Repollard 5 limes

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

- b) **DC/15/2069/LB - Beehive Cottage, 30 The Street, Dalham - LBA application - retention of reinstated side window (previously covered over), replacement doors to garden (rotten wood) and side door to access boiler room**

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

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

a) **Meeting with Highways Engineer, Claire Starling**

Rachael Padman met Claire Starling from Highways and reviewed all the outstanding highways issues, most of which have now been resolved. The following issues were discussed:

- The stop lines at the junction near the Affleck Arms need repainting.
- Speed limit signs and the possibility of extending the speed limit area. Claire Starling has recommended installing white gates at both entrances to the village to give a visual signal to vehicles that they are entering a village rather than moving the signs.

b) **Update on the progress of the footpath map**

Some walks have been mapped out around Dalham, Ousden and Lidgate. The next step is to produce the information for a footpath leaflet.

c) **Vehicle Activated Signs (VAS)**

Four residents have expressed opposition to the installation of a VAS, however speeding was one of the main concerns in the last Parish Plan and is frequently raised at meeting. Highways engineer, Claire Starling has said that there are two possible locations in Dalham which meet with Suffolk County Council's criteria, somewhere near the kissing gate in Gazeley Road facing the direction of Gazeley and on Lidgate Road by the bridge near the Sounds facing the direction of Lidgate as these are the two worst areas for speeding. It was resolved that the clerk would submit an application form to Suffolk Roadsafte. The next step will then be to meet a Highways Engineer to confirm the exact locations. Isobel Aylott agreed to attend this meeting.

d) **Grit piles**

It was resolved that the existing locations for grit piles would be used, but that councillors would let the clerk know if any additional piles are required.

e) **The recent accident at the Dalham, Ashley, Gazeley and Moulton crossroads on the B1085**

There have been three accidents at this location in recent years including one fatality. It was resolved that the Council would ask Highways to review the location to see if the safety of the junction can be improved.

f) **Overgrown vegetation on the river bank and around parish assets**

The clerk was asked to contact the Environment Agency to ask that the cutting back of vegetation along the river bank be added to their annual maintenance programme and to find out if it would be acceptable for Dalham Parish Council to arrange for the river bank to be strimmed once a year as well.

g) **Trees and shrubs overhanging the public highway**

It was resolved that the Council would speak informally to the owners of properties whose trees and hedges overhang the public highway.

10. **To receive an update on the meeting between Isobel Aylott and Lauren Gibson Green from Strutt and Parker**

It was a successful meeting. A permissive path was agreed from Denham Road opposite Jillings Farm Cottages towards Dunstall Green to link in with the existing footpath from Ousden to Dunstall Green Road.

11. **Twitter page**

It was resolved that this was not necessary in Dalham there already a village and parish council website.

12. **Correspondence**

a) **E-mail from James Lay offering locality funding**

See item 6 above

b) **E-mail from SALC re Queen's 90th Birthday celebrations on 11th and 12th June 2016**

This information will be passed on to the Village Hall Committee.

c) **E-mail from Suffolk Constabulary re Local Policing Information event on 10th December**

The clerk asked councillors to notify her if they wish to attend.

d) **E-mail from SEBC re lead thefts from churches**

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

e) **Consultation on the future of the Fire Service**

Information about the consultation was passed on to councillors.

There being no further business the meeting closed at 9pm.

Signed..... Dated