

APPROVED MINUTES OF MEETING OF PARHAM PARISH COUNCIL

Tuesday 10th September 2019 at 7.15 pm

1. **The Chairman welcomed everyone to the meeting.**
2. **Present**
 Andy Nicholson (Chairman) Michael Gray David Crosbie James Rogers
 Jason Wood Lydia Kirk (clerk)
 Apologies for absence were received from Claire Moore, County Cllr. Burroughes and District Councillor Cook.
3. **There were no declarations of interests.**
4. **The Minutes from the Annual Meeting of the Council on 14th May 2019 were approved as a true record of the meeting**
5. **There were no matters arising.**

PUBLIC FORUM

There were no members of public present.

Reports from the District Councillors can be found on our website.

6. **The Chairman reported that he has spoken to Mark Runnacles and he intends to give the closed churchyard its first cut of the season over the next week or so.** With two residents kindly trimming the grass next to the church drive, it is hoped that one cut will be sufficient most years.
 The Chair noted that the last two Council meetings have been inquorate and asked Councillors to try and attend meetings where possible or give good notice for apologies of absence.
7. **The Clerk reported that she has finally received the VAT refund initially submitted in February.**
 ESC are implementing some changes to how they carry out planning decisions and the use of referral panels. They are also aiming for planning consultations to be paperless in 2020. The clerk thanked Councillors who had submitted their online Registers of Interest, and stressed the importance of doing this urgently to the remaining Councillor.
 The clerk has attended a VAT for Councils training session at SALC. The cost will be split between three Parish Councils.
 Regarding the financial year-end paperwork and accounts, no residents exercised their rights during the public period and we do not expect to hear further from the External Auditor in this regard.
8. **Responsible Financial Officer's report**
 a) The following payments were approved

Reference Number	Amount	Payee	Details
P13 19-20	£65.28	East Suffolk Council	Uncontested election fee
P14 19-20	£35.00	Gary Whiting	Grass cutting at the Pound
P15 19-20	£468.81	Came & Company	Insurance

In addition, an invoice raised since the agenda was issued from Suffolk Cloud for website hosting (P16 19-20 £100) was also considered and approved.

- b) Payments made since the last meeting were noted:-

Reference Number	Amount	Payee	Details
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P03 19-20	£8.25	L. Kirk	Refreshments for Annual Parish Meeting & Annual Meeting of the Council
P07 19-20	£22.14	M. Gray	Paint for phone box
P09 19-20	£70.00	Gary Whiting	2 x grass cuts at the Pound
P10 19-20	£819.20	L. Kirk	Pay for period ending 30.06.2019
P11 19-20	£7.60	HMRC	PAYE
P12 19-20	£120.00	Parham Village Hall	Hall hire 2018

Invoices with full details of items above were available to view at the meeting & were signed by AN and MG as cheque signatories.

- c) Council reviewed the current and deposit account balances as being £12,952.77 and £11,734.41 respectively. It was agreed that the clerk should transfer some funds to the deposit account to reduce the current account balance. It was noted that around £11,391.04 of the funds were reserved, mainly for biodiversity projects.
- d) The following payments were received since the last meeting:-
Rural Payments Agency £349.09
Rural Payments Agency £1,969.26
VAT refund £354.30
Interest £3.35
- e) The bank reconciliation and statements were reviewed and signed off by Cllr. Gray in the absence of the Examining Officer.
- f) The year-to-date receipts and payments account was reviewed and considered in order.

9. Procedural

- a) David Crosbie signed a Declarations of Acceptance of Office, following his absence at Annual Meeting of the Council.
- b) Minor changes to the Financial Standing Orders as recommended by NALC were adopted.
- c) The annual insurance renewal policy from Came & Company was reviewed and considered sufficient for the Council's requirements

10. Planning

Application **DC/19/3041/FUL** Meade House, North Green, Parham, IP 13 9NW

(Conversion of outbuilding to provide hobby/playroom and occasional guest accommodation) was not discussed as the planning meeting on 27th August was inquorate.

a) Planning condition variation **DC/19/3192/VOC** was considered. The Parish Council had no objections to work commencing on the affordable houses before a second stage of building commenced for the open-market houses.

b) The following planning application was considered:-

DC/19/3149/FUL Works to Home Farm Parham. Removal of modern single story side and rear extensions. Proposed new 1.5 storey rear extension and single storey rear corridor. Proposed single story replacement side extension.

The Parish Council was disappointed to note that the District Council had sent the wrong plans with the application. The plans were considered online and the Parish Council resolved to support the application.

- 11. **A Stage 4 Sizewell C Public Consultation is currently taking place, from 18th July- 27th September.** The clerk has advertised this on the village website and noticeboard. A copy of Marlesford PC's letter to the Leader of Suffolk County Council regarding the four village by-pass has been received and its content noted.

- 12. **Building works to the development along Main Road have not yet commenced.** See item 10a)

- 13. **Jos Slade responded to our email regarding the community speed gun.** The speed gun is currently broken and so a replacement from Suffolk Police is being used. Parham only has himself and Jane Slade as volunteers at present and he aims to do a recruitment drive shortly. The Parish Council agreed that this was a good scheme that did have an effect on motorists' speeds.

ACTION Clerk to advertise the scheme on village website and ask for volunteers.

14. Correspondence received since date of last meeting was considered.
15. **Cllr. Wood reported on discussions he is leading between residents of North Green and Openreach regarding a community fibre partnership scheme to get faster internet, using grant vouchers from the Department of Digital Culture, Media and Sports.** AN thanked him for his work to date with this project, which could be very beneficial to residents. AN suggested that the next meeting is also open to Parish Councillors who can ask questions. If successful, the scheme could be looked into for other areas of the village. It was noted that Silverlace Green and Mill Green would run off a different Primary Connection Point than North Green.
Cllr Crosbie reported that he could provide maps of the village to be put on display in the telephone box. AN thanked him for this offer, which will help visitors to Parham.
16. **Matters to be raised at the next meeting:**
Review Data Protection Policy
Sizewell C Public Consultation
Main Road Housing Development
Community Speed Gun
17. **The next meeting was confirmed as 7.15pm on Tuesday 12th November.**
There being no further business, the Chairman thanked Councillors for attending and closed the meeting at 8.30pm.