

**MINUTES OF MEETING OF
PARHAM PARISH COUNCIL
PARHAM VILLAGE HALL**

Tuesday 14th September 2021 at 7.30pm

1. **The Chairman welcomed everyone to the meeting.**
Apologies for absence from Michael Block (holiday). David Crosbie (work), County Cllr. Burroughes and Ward Cllr. Cook were accepted.

Present

Michael Gray (Chairman)	James Rogers	Jason Wood
Claire Adams (née Moore)	Lydia Kirk (clerk)	
<u>Residents</u> Jason Cotton	Jonathan Cottrell	

2. **MG declared a possible DPI in item 9.** He owns some of the proposed land for an alternative cabling route. No decisions or votes will be taken during item, which is just to receive an update.
3. **The Minutes of the meeting on 6th July 2021 were approved as a true record of the meeting.**
4. **There were no matters arising.**

PUBLIC FORUM

Jason Cotton asked if the hedges and overgrowth around the pond at North Green could be cut back, preferably over the next 3-4 months, to allow UK Power Networks access to the telegraph pole near the pond. JR and MG had been discussing this during a recent conversation about tasks that needed carrying out for the biodiversity scheme. JR will action this when he is able.

The Ward and County Councillors' reports have been shared with Councillors
and are on the village website.

5. **The Chair reported that Kate Beaver has resigned from the Council since the last meeting.** The chair introduced Jonathan Cottrell who was interested in joining the Parish Council. JC was then co-opted on to the Council.
ACTION LK to notify ESC and to pass useful introductory information to JC
6. **The clerk reported that Chris Bing has taken over from Hilary Slater as ESC's Monitoring Officer.** He has reiterated the importance of Councillors registering and declaring their interests. All Parham Councillors have registered their interests online.
7. **Responsible Financial Officer's report**
- a) The following payments were approved:

Reference Number	Amount	Payee	Details
P9 21-22	£35.00	G. Whiting	Grass cutting Ref 6734
P10 21-22	£35.00	G. Whiting	Grass cutting Ref 6760
P11 21-22	£481.38	Came & Company	Insurance

ACTION Clerk to ask G Whiting to clear up the willow cuttings that UKPN left at the Pound.

- b) There have been no payments or receipts since the last meeting.
- c) The bank balances as at 31.08.2021 were noted as being:
Current account £4,712.87
Deposit account £21,752.58 with over £15,000 of this reserved for our biodiversity scheme.
- d) CA is currently the Council's Examining Officer, but as she is also a cheque signatory this could present a conflict of interests. Council resolved to appoint JW as the Examining Officer. He then signed the bank reconciliation and statements to show these were in order.

- e) The year-to-date report on payments and receipts was noted and considered in line with the budgeted figures.
- f) Councillors agreed that with more companies not accepting cheques, postage costs and convenience, it would be advantageous to set up online banking for the Council. Our Financial Regulations already make provisions for online payment. It was agreed to leave the clerk with 'view only' access, and that she will send approved invoices to mandates. One will set up the payment which will then be authorised by a second mandate. Councillors who are mandates need to each call Barclays to get online access.
- 8. The Council policy was considered and was fit for the Council's needs.** All assets are covered and the policy also provides the necessary fidelity and public liability cover. The Council is in a long term undertaking until 30th September 2022, at which point the clerk will seek alternative quotations.
- 9. MB produced an information poster showing the proposed route of the cable as going through the village.** This was distributed to most houses in the village and has prompted some responses to East Suffolk Council, including a very detailed one from Phil Simmons. The application is still currently being considered. Low Carbon agreed to increase its community benefit package to £200/mw per annum. This is a huge increase on the previous offer of £40,000 to be split between the three parishes. It is noted that they would only provide the funds; it would be up to the 3 Parish Councils to agree how the funding is split and administered.
- 10. The Queen's Platinum Jubilee 2022 and the Festival of Suffolk was discussed again.** There was no response to the article asking for ideas of how to commemorate the Jubilee in the parish magazine. The clerk has attended a forum explaining the Queen's Green Canopy, which aims to see as many people as possible planting a tree for the Platinum Jubilee to leave a lasting legacy from the event. Various organisations have free trees available for this initiative but consideration must be given to tree maintenance and watering once planted. It was noted that none of the trees offered were fruit trees but our biodiversity funding could also be used to purchase trees. Councillors agreed to allow up to £750 to purchase trees, guards and cages to give to residents and for a pear tree to be planted on each of the greens. The trees would need distributing and planting in the dormant period. The trees would then be registered as part of the Queen's Green Canopy project. Trees will be offered to residents on a 'first come, first served' basis, but if popular the scheme could be repeated next year. Residents would be responsible for planting and maintaining their own tree.
- Councillors also agreed to purchase a container grown pear tree to be planted during the Jubilee weekend in June in the wild area on the corner of Church Meadow near the footpath. It is hoped to also purchase a round bench to surround it and a commemorative plaque, but this can be discussed again at the next meeting.
- ACTION** MG will obtain quotations for eating apple trees and fruit bushes from two local nurseries. LK to advertise the Jubilee tree project in the Parish Magazine.
- 11. Correspondence received since date of last meeting was considered.** There are plans to extend the Katch bus service and SCC has asked Parish Councillors to meet with them to discuss plans to survey residents. Parish Councillors knew little about the Katch bus service and felt they had little to add to this meeting, but that all residents should be given leaflets to reach the right target audience.
- The Annual Report from the Corrance Trust has now been received.
- 12. Councillor Reports**
- Biodiversity Group** MG and JR have been considering their action plan for the year and sought Councillors approval to cut hedges around the edges of all 3 greens. They will also cut back some of the brambles around the southern side of the pond on Mill Green that are encroaching upon the green, which will also help to open up the pond.
- One Councillor has received concerns about the wall outside Highfields which abuts the road and is hazardous when trying to pass a wider vehicle here. It sits on SCC Highways land. **ACTION** Clerk to report this to SCC

Another Councillor asked if the Wifi access could be extended across the whole village hall to help with opening documents and emails in the meeting room. MG said this is currently being addressed and the Village Hall Committee has purchased a new router.

13. Matters to be raised at the next meeting

-Platinum Jubilee celebrations including tree quotations and commemorative bench near footpath.

-Update on the housing development

-Update on the solar farm

14. The next meeting was confirmed as being at 7.15pm on Tuesday 9th November. There being no further business, the Chairman thanked everyone for attending and closed the meeting at 9.25pm.

Signed: *M GRAY* Date *7th October 2021*
M. Gray
Chairman