

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

Tuesday 5th July 2022 at 7.15pm

1. **The Chairman welcomed everyone to the meeting.**
Apologies for absence were received and accepted from Cllrs Adams who was working. County Cllr. Burroughes and Ward Cllr. Cook also sent their apologies.
Present
Michael Block (Chair) Michael Gray (vice chair) Jason Wood
Jonathan Cottrell James Rogers Lydia Kirk (clerk)
2. **There were no declarations of interests.**
3. **The Minutes of the Annual Meeting on 17th May 2022 were approved as a true record.**
4. **Since the meeting, the date of this meeting was changed from 12th July to 5th July due to the chair's commitments.**

PUBLIC FORUM

There were no members of public present. Reports from the County Councillor and Ward Councillor had been shared with Councillors.

5. **Chair's Report**
The Chair reported that he is finding his leadership training from SALC to be useful and has done two out of four modules currently. He hopes to be a good leader and a fair Chair, and encouraged Councillors to speak out at meetings and to share their views. He hopes we can create a proactive parish council, and the success of the recent Jubilee get-together leaves him optimistic of this. He has now been added as a banking mandate and is awaiting confirmation of his online access.
At his leadership training, many other Chairs recommended using councillors full titles to help members of the public understand who is who and to increase the formality of meetings. *There was a brief discussion about this but it was agreed that this was not seen as necessary or beneficial to this council.*
6. **Clerk's Report**
The parish council couldn't find a representative to attend the Community Partnership meeting on 30th June. The clerk will attend SALC's AGM in July and Councillors are also welcome to attend. The external auditor has confirmed safe receipt of our Certificate of Exemption for the year ending 31st March 2022, which concludes this year's auditing requirements. The clerk attended SALC's information session about the CILCA qualification but does not wish to proceed with this presently.
7. **Responsible Financial Officer's report**
 - a) The following payments were approved and will be paid online:

Reference Number	Amount	Payee	Details
P12 22-23	£124.80	SALC	Chairmanship training sessions - 4 modules
P13 22-23	£2.20	HMRC	PAYE
P14 22-23	£881.75	L. Kirk	Pay to 30 th June 2022

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

Reference Number	Amount	Payee	Details
P09 22-23	£200.00	G. Debham	Jubilee burgers & sausages
P10 22-23	£182.26	Earl Soham Brewery	2 x kegs of Jubilee ale

P11 22-23	£234.41	L. Kirk	Jubilee expenses: bread rolls, sauces, soft drinks, napkins, plates, vegetarian options, commemorative badge
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An invoice from MG for the platinum pear tree on church meadow is awaited.

- c) £1.64 interest has been received since the last meeting
- d) The bank balances, as at 27.06.2022, were noted as being:
Current account £5,421.88
Deposit account £21,755.77
- e) The Examining Officer signed the bank reconciliation and statements to show these were in order.
- f) The year-to-date report on payments and receipts was noted and considered in line with the budgeted figures.

8. Discuss highways and public footpath issues

- i) Councillor Burroughes has been contacted regarding the verge erosion adjacent to The Church Farm, Parham, and asked if he would be able to offer any financial assistance for these remedial works. We have now heard from SCC that a licence for the PC to install marker posts would cost £100, which the PC found very disappointing. The PC will ask if Cllr. Burroughes can fund this too.
- ii) SCC had a site visit at Highfields during the week commencing 26th June to measure the verge and to confirm the measurements taken from both the current highway records and historic OS maps. Subject to the outcome of the highway boundary, the Highway Authority will work with the landowner to ensure that any obstruction in the highway is removed.
- iii) MB reported that the some of the drains at Hall Hill were cleared again recently, but he will again raise the issue of the drains that remain blocked.

9. The Platinum Jubilee celebrations were very successful and it was good to bring the village together. Residents commented on how much they enjoyed the evening and what a good turnout there was. We have heard from the Corrance Trust that donations received from the event totalled £517.80. The parish council hopes to hold more events to bring the village together and other fundraising ideas for the Corrance Trust are to be discussed at the next meeting. The evening was within the budget allowed for the Jubilee celebrations, but there are areas where money could be saved if running a similar event in the future.

10. There has been no progress since the last meeting regarding division of potential community funding from the solar farm. The Chair is awaiting a response from Gt. Glemham PC's new clerk and will contact her again to arrange a meeting.

11. Planning

- i) The parish council is increasingly frustrated that its comments on planning applications are seemingly not considered by ESC's planning department. Councillors spend time considering applications and raising valid concerns, but these are then not taken into account when applications are permitted. MB will draft a letter to the Head of Planning in this regard.
- ii) Two out of the four shared ownership houses at the new Orwell Housing development are currently under offer. It is hoped that this stage of the development will finish around August.

12. Correspondence received was considered

- i) There were concerns that East Suffolk Council's Ward Councillors' film was not necessary and questions were raised about how much this would have cost. **ACTION** MB to contact the leader of ESC in this regard and also to ask the sale price of the old council offices at Melton.
- ii) SALC letter confirming fee increases
- iii) Councillors discussed East Suffolk Council's Consultation on 'Housing in Clusters in the Countryside'. There were concerns that having a blanket rule that could be applied anywhere could be abused and ruin rural landscapes. It was agreed that Councillors would read through the proposals in greater depth and a council response would be collated before the deadline of 5th August.
- iii) CA has resolved an issue regarding her signature with Barclays, to allow MB's mandate to be approved.

13. Councillor Reports

JR reported that the footpath running from Mill Green adjacent to The Gull is very difficult to walk on without falling in the stream. It doesn't seem to be mowed any longer and there are large scaffolding poles sticking out of the ground that are hazardous. **ACTION** LK or MB to report this to the Rights of Way and/or Highways team.

JC reported that the willow tree at the Pound is now pressing significantly on the electrical wires here. LK confirmed that this coppicing is on UKPN's schedule but that no date has been given currently unfortunately.

There were no biodiversity matters to report.

14. Matters to be raised at the next meeting

Possible future whole-village events to fundraise for the Corrance Trust

Possible co-option of a new councillor- invite both interested residents to the next meeting

15. The next meeting was confirmed as being at 7.15pm on Tuesday 13th September 2022. There being no further business, the Chairman thanked everyone for attending and closed the meeting at 8.50pm.

Signed: *M. Block*
Chair

Date *20th September 2022*