

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

**Tuesday 20<sup>th</sup> September 2022 at 7.15pm**

1. **The Chairman welcomed everyone to the meeting.**  
County Councillor Burroughes and Ward Councillor Cook sent their apologies.  
**Present**  
Michael Block (Chair)      Michael Gray (vice chair)      Jason Wood  
Claire Adams      Jonathan Cottrell      James Rogers      Lydia Kirk (clerk)  
Resident Paul Goring      (*until item 12*)
2. **There were no declarations of interests.**
3. **The minutes of the meeting of 5<sup>th</sup> July 2022 were approved as a true record.**
4. **There were no matters arising.**

**PUBLIC FORUM**

Reports from the County Councillor and Ward Councillor  
have been shared with Councillors and displayed on the website.

5. **Chair's Report**  
Following the death of HRH Queen Elizabeth on 8<sup>th</sup> September, the Parish Council meeting on 13<sup>th</sup> September was postponed until today, which is after the official period of mourning.
6. **Clerk's Report**  
The Condolence Book purchased by the parish council for Operation London Bridge has been placed in the church. UK Power Networks has been contacted to see if they think it necessary to trim the overgrown ash tree around the electricity pole at North Green. Welcome letters have been given to residents at Corrance Close.
7. **Responsible Financial Officer's report**
  - a) The following payments were approved and will be paid online:

Reference Number	Amount	Payee	Details
P16 22-23	£110.00	M. Gray	Jubilee pear tree & stake
P17 22-23	£407.34	BHIB	Insurance
P18 22-23	£110.00	Suffolk Cloud	Website provision

*Payment 17 was discussed at item 10.*

- b) A payment made since the last meeting was noted:

Reference Number	Amount	Payee	Details
P15 22-23	40.00	G. Whiting	Grass cutting 17.08.22

- c) £75 compensation has been received from Barclays for the many difficulties Cllr. Block encountered whilst trying to gain online access.
  - d) The bank balances, as at 30.08.2022, were noted as being:  
Current account £5,456.88  
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) Regarding the verge erosion adjacent to The Church Farm, Parham, the clerk has contacted the County Councillor in this regard on 19<sup>th</sup> May, 22<sup>nd</sup> June and 1<sup>st</sup> September. Councillors were concerned that the erosion is likely to get worse over winter.  
**ACTION** Clerk to contact Cllr. Burroughes again and report back.
    - ii) The site meeting at Highfields regarding the wall that abuts the public highway was held during the week of 16<sup>th</sup> June. Suffolk County Council were contacted for an update on 5<sup>th</sup>

September. **ACTION** Clerk to obtain a copy of Highfields' title plan from SCC or HM Land Registry- authorised to spend up to £6 if necessary.

9. **It was agreed to hold a Christmas village get-together at the village hall with donations for the Corrance Trust.** Councillors agreed to spend up to £300 to purchase drinks and food for the event. Everyone will be offered a complimentary drink on arrival and additional drinks will be available to purchase.

**ACTIONS** MB to ask the Village Hall Committee if the parish council can combine this get-together with the Christmas event already planned for Wednesday 21<sup>st</sup> December.

JW to draft a flyer for the event, and flyers to be distributed at the upcoming quiz night.

JW to order a keg of ale.

10. **Two insurance quotations were considered for the 2022-2023 period.** Both policies cover the council's fixed assets and provide employee fidelity insurance, employer's insurance and public liability insurance. Cllr Gray proposed accepting BHIB's quotation which is underwritten by Aviva. This was seconded by Cllr. Wood and carried unanimously.

11. **Planning**

i) *DC/22/3405/FUL Silverlace Farm, Silverlace Green, Parham, IP13 9AD*

*Installation of a 24 panel (405 watt) solar panel ground based array*

Cllr. Block proposed not objecting to this application. This was seconded by Cllr. Adams and carried unanimously.

ii) *DC/22/3125/DRC Discharge of Condition Nos. 3, 6, 10 and 12 of DC/16/1467/FUL*

Councillors were concerned that the plans submitted for this application were unsatisfactory. Also that the property would abut Willoughby Close's drive which could cause issues for agricultural vehicles that have a right of way to a field entrance there. There were also concerns that the proposed property goes over a neighbour's right of way.

**ACTION** Clerk to raise these concerns with ESC.

12. **Correspondence received since date of last meeting was considered.**

i) A possible weekly bus service to and from Parham provided by Hour Community was discussed. **ACTION** Clerk to advertise this on the website and noticeboards to see if this would be of interest to residents.

ii) Orwell Housing has provided an update on the new houses. Phase 1 was completed on 1<sup>st</sup> August and new occupiers have moved in. Phase 2 works, for an additional 9 houses, have now commenced and it is hoped that these works will be completed by summer 2023.

iii) Cllr. Block has received reports regarding blockages in the river and local watercourses.

**ACTION** MB to provide photos of the blockages to the clerk for her to report this to the Environment Agency for action.

iv) It was noted that the parish council now has the option to choose its own external auditor, rather than having to use the county-appointed auditors.

v) UKPN's correspondence regarding the willow tree at the Pound was discussed. It was agreed to ask UKPN to pollard the tree to 7 foot tall rather than remove it entirely, as the tree was planted by the village WI and it also helps with drainage at the Pound. It was noted that UKPN would be responsible for any further trimming of the tree in the future, although this should not be for some years with the significantly reduced tree height.

vi) The Corrance Trust Report for the year-ending 31<sup>st</sup> March 2022 has now been received.

**ACTION** MB will ask if this can be produced in time for the Annual Parish Meeting in May in future.

13. **There were no councillor reports.**

14. **Matters to be raised at the next meeting:**

Christmas social evening

Verge erosion next to The Church Farm

Wall at Highfields

15. **The next meeting was confirmed as being at 7.15pm on Tuesday 8<sup>th</sup> November 2022.**

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 8.45pm.

Signed: *M Block* Date *8<sup>th</sup> November 2022*  
M. Block Chair