


BEYTON PARISH COUNCIL

Chairman: Councillor Graham Jones

Clerk: Tina Newell

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Minutes of the Parish Council meeting held on Tuesday 11 January 2022

In The Vestry of All Saints Church, Beyton

Councillors Present: Graham Jones (Chairman) (GJ), John Clark (JC), Helena Harris (HH), Jamie Miekjohn (JM) and Jonathan Wilson (JW).

Others in attendance: Tina Newell (Clerk), Harry Richardson (HR) and four members of the public.

- 110122/01 **Apologies for absence:** Councillor Alderton offered apologies due to pre-arranged work commitments and Peggy Orsler due to testing positive for COVID.
- 110122/02 All Councillors resolved to accept Councillor's Alderton and Orsler's apologies and wished Councillor Orsler well.
- 110122/03 County Councillor Penny offered offered apologies for absence due to a member of her family testing positive for COVID.
- 110122/04 **To receive and consider applications for the post of Parish Councillor:** Councillors noted one application had been received for the post of Parish Councillor. With all Councillors in agreement Jonathan Wilson (JW) was co-opted to Beyton Parish Council.
- 110122/05 JW completed and signed his Declaration of Acceptance to Officer form and took his place as a member of the Parish Council.
- 110122/06 Clerk informed JW that a Register of Interest form will be sent to him for completing and returning to the District Authority within 28 days from today's meeting.
- 110122/07 **Declarations of Interest:** None received.
- 110122/08 **To consider requests for dispensation:** None received.
- 110122/09 **Minutes of previous meeting:** All Councillors confirmed receipt of the draft minutes for the meeting held on 9 November 2021 prior to the meeting. All Councillors agreed these minutes as presented were a true reflection of the decisions made and GJ signed these minutes (ref 091121/01 to 091121/51).

Public Forum:

- 110122/10 All Councillors confirmed receipt of HR's report prior to the meeting with no questions.
- 110122/11 A member of the public has several concerns after reading the article in the village news regarding the invitation to purchase the village green; the green has always been discussed and concerns include the legal entitlement to sell; what, if any, benefits purchasing the green affords residents and do these outweigh the potential costs and risks; why is this being discussed when in 2021 the majority of Councillor's voted against the purchase; the valuation of £15k plus costs of £5k; a loan of CIL money to purchase the green. Councillors were asked to consider better uses of Parish money. Concern was also given to the outstanding planning condition at Orsler Close.
- 110122/12 Another resident offered full support to the previous concerns reminding the Parish Council of the decision, following advice given from a lawyer 12 months previous, to not purchase the green concluding that this has been raised again unnecessarily.
- 110122/13 GJ confirmed a decision will be made over the purchase of the green once opinions have been sought from all residents on the electoral role; any decision must be made for the benefit of the community. He noted that this is a complex matter and not just about money with issues involving insurance, the play equipment on the green amongst other concerns.
- 110122/14 Clerk will confirm and if necessary chase the outstanding planning obligation at Orsler Close to tarmac the roadway.
- 110122/15 JM confirmed all relevant documents will be made available to all parties before any decision over purchasing the green is made.
- 110122/16 Councillors noted District Councillor Wendy Turner has resigned from Mid Suffolk District Council having moved away from the area to be closer to her family. GJ offered thanks to Wendy for the help and assistance given to the Parish.

Planning: Councillors considered the following planning applications:

- 110122/17 HR left the meeting.
- 110122/18 DC/21/06269

Householder application – Demolition of conservatory, Erection of single and two storey side and rear extensions to dwelling house. External insulation and render finish applied to dwelling. Replacement windows and doors. Amendments to bay window arrangement. Insertion of rooflights. Installation air source heat pump. Installation of photovoltaic panels to dwelling roof. Conversion of garage to annex comprising roof extension, cladding and fenestration changes. Erection of 3 bay cart lodge with room in roof over. Removal of trees and associated landscaping.

Location: Crossfield, Church Road, Beyton, Suffolk IP30 9AL

After consideration JM proposed to support this application sec by HH. With Councillors GJ and JC in agreement, JW as a new Councillor abstained due to lack of knowledge, it was resolved to **SUPPORT** this application.

110122/19 DC/21/06214

Householder application Erection of single storey side extension (following demolition of existing) Erection of 1.5 storey front extension. Erection of cart lodge and alterations to external materials, fenestration, installation of new openings and construction of photovoltaic panels. Erection of out building.

Location: Red Brick, Church Road, Beyton IP30 9AL

After consideration the majority of Councillors agreed to offer **SUPPORT** to this application.

110122/20 Councillors noted there have been no determinations made by MSDC, since the last Parish Council meeting.

110122/21 Councillors received an update on planning application DC/21/04987 land on the South Side of Bury Road, Beyton and noted the planning officer at MSDC is currently speaking to Highways and the applicants regarding the access to the site and further changes that need to be made in that regard; a section 106 agreement needs to be made to deliver affordable housing on the site so that will need to be agreed prior to a decision being issued. The planning officer is speaking with the applicant's agent to extend the determination deadline. Councillors noted this application does not automatically go to committee (a major development is considered as one over 15 dwellings).

110122/22 Councillors noted the outstanding CIL liability of £12,170.06 relating to DC/19/00782 Land adjacent Guerdon Cottage, Drinkstone Road, Beyton continues to be pursued by the Legal team. The District Council confirmed there

is no option to loan this money to the Parish Council confirming the money will only be available once the District Council are in receipt of it.

Finance:

- 110122/23 All Councillors confirmed receipt of the finance report for the period ended 31 December 2021 prior to the meeting. Councillor JM, as a non-signatory and in the absence of AA, confirmed the bank reconciliations as presented agreed to the bank statements with available cash of £34,051.87.
- 110122/24 All Councillors confirmed receipt of the budget to actual payments and receipts report prior to the meeting noting payments of £14,966.45 and receipts of £21,927.23. With no questions all Councillors accepted the report.
- 110122/25 All Councillors noted the general reserve is currently 39% of the precept and the amount held should ultimately be six months operational costs of the nett expenditure. After discussion JC proposed to vier £3,000 from the asset replacement reserve account to the general reserve account to give a balance of £9,517.03 equal to 57% of the precept. GJ seconded the proposal supported by all members.

All Councillors noted the following receipt since the last meeting:

	Payee	Details	£
110122/26	Suffolk County Council	Contribution to ditch clearance at Drinkstone Road	2,000.00

All Councillors resolved to approve the following gross payments and agreed to make payment by cheque confirming a full schedule, supported by invoices and receipts, had been received prior to the meeting.

	Payee	Details	£
110122/27	Tina Newell	Salary and reimbursements	966.08
110122/28	HMRC	Clerk's PAYE and NIC	245.04
110122/29	Graham Jones	Reimbursements	220.95
110122/30	Precision Marketing	Printing Beyton Village News (two editions)	442.80

- 110122/31 Councillors noted the bank mandate form has not been actioned by Barclays. GJ will contact them for an update.

- 110122/32 After discussion all Councillors resolved to purchase a Solid-State Drive (SSD) for backing up Council data at a cost of approximately £95 plus VAT.
- 110122/33 Councillors noted the Clerk is working with Beyton Environmental Group to acquire trees and hedge fillers and delegated authority to purchase if no grants are available up to a cost of £66.00 plus VAT.
- 110122/34 All Councillors received a draft budget for 2022/23 prior to the meeting. GJ presented an overview of previous years finances; the 2019 year end reserves were £9.3k, an increase in the precept for year ended 2020 resulted in reserves at £14k; there was limited spend in 2021 which resulted in reserves of £27k. Anticipated reserves at the end of the current financial year of £28k include an additional hours and pay for the Clerk of £3.6k After reviewing all payments and receipts JC proposed to set the budget for 2022/23 at £23,186.01. With GJ seconding the proposal and all Councillors in favour it was agreed to set the budget for 2022/23 at £23,186.01.
- 110122/35 All Councillors agreed the only receipt to budget for is the precept and therefore resolved to set the precept for the financial year 2022/23 at £23,186.01; this represents an annual increase of £20.97 on an average Band D property.
- 110122/36 All members resolved for the Clerk to complete the direction to the District Council to make payments in two installments of £11,593.01.
- 110122/37 Beyton Parish Council have received an invitation to purchase the village green and ancillary land at a cost of £15,000 plus legal costs. After discussion it was resolved to set up a Village Green Committee with four members of the Parish Council and four residents; the quorate would be seven. The primary purpose of the Committee is to produce a full options appraisal in a format all people would understand and to offer this appraisal to full Council within six months for consideration. Meetings would take place as necessary and a Chairman would be appointed at the first meeting. Full terms or reference are to be issued after this meeting.
- 110122/38 The District Council have agreed to fund a Parish Caretaker for 2-3 hours a week, at the national minimum wage from April 2022. All Councillors resolved to support the employment of a Parish Warden and agreed for the staffing committee to consider terms of employment, a job description and create an advert with a recommendation to be given to full Council at the next meeting.

110122/39 **Governance:** Councillors received a review of the Councils Internal Controls as carried out by HH. As there were a few questions outstanding it was agreed to defer the approval to the next meeting.

Correspondence

110122/40 Reclaim the Rain: After consideration it was agreed to request further information in this project and a potential interest.

110122/41 SCC Lorry Route Review: Councillors noted a response had been given.

110122/42 Broadband Speed: Councillors noted and offered thanks to the resident who is looking to increase the speed of the broadband in the Parish.

To receive reports and consider action required from the Working Parties and representatives:

110122/43 Flooding: GJ confirmed in the previous 12 months, by working with outside agencies/Councils, residents and the local MP, work to mitigate flooding has been completed on Thurston Road, Drinkstone Road, the junction at Church Road/Tangles/Quaker Lane and currently the culvert under the A14 is being cleared (first time in over 30 years). Tostock Road and Bury Road are the only outstanding areas. An on going maintenance plan is now required.

110122/44 Play Equipment: HH confirmed the wire on the walkway of the bridge urgently requires replacing and delegation was given to HH and the Clerk to have this work undertaken.

To receive updates from Village Groups:

110122/45 Community Speedwatch: Sadly the team has recently lost three members however it is hoped to re-establish with the remaining member.

110122/46 Beyton Village Association (BVA): no update.

110122/47 Beyton Environmental Group (BEG): no update.

110122/48 Neighbourhood Plan: JW confirmed this should be with the Parish Council in March 2022 for comment.

110122/49 **Any other matters for information, to be noted, or for inclusion on a future agenda:** Neighbourhood watch, social media, internal audit

110122/50 **To note the date of next meeting:** All present noted the date of the next meeting as 15 February 2022 and will be held in the Vestry meeting room.

- 110122/51 All Councillors resolved to exclude temporarily the Public and Press from a closed meeting pursuant to Standing Order 3d and Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed concerning the annual appraisal and salary review of the Clerk.
- 110122/52 All members of the press and public were thanked for their attendance before all leave the meeting room.
- 110122/53 **To receive and consider recommendations from the Staffing Committee further to the Clerks annual appraisal:** All Councillors noted the staffing committee was cancelled due to being inquorate. All Councillors discussed the appraisal of the Clerk and agreed to support the Clerks Certificate in Local Council Administration (CiLCA) training.
- 110122/54 The Chairman closed the meeting at 9.30pm