


## BEYTON PARISH COUNCIL

**Chairman:** Councillor Graham Jones

**Clerk:** Tina Newell

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### Minutes of the Parish Council meeting held on Tuesday 13 July 2021 in Rougham Sports Hall

**Councillors Present:** Graham Jones (Chairman) (GJ), Ann Alderton (Vice Chairman) (AA), John Clarke (JC), Helena Harris (HH), John Micklejohn (JM), and Peggy Orsler (PO).

**Others in attendance:** Penny Otton (County Councillor), Harry Richardson (District Councillor) (HR), Tina Newell (Clerk) (TN) and six members of the public.

130721/01     **Apologies for absence:** Councillors noted apologies from Adele Newberry (AN) due to illness. District Councillor Turner (WT) also sent apologies.

130721/02     All Cllrs accepted the apologies for absence from Cllr Newbury.

130721/03     **Declarations of Interest and Dispensation considerations:** Members were reminded of *their* responsibility to declare any interest in respect of any matter contained or brought up in this meeting in accordance with the Councils Code of Conduct. No declarations of interest were received and no dispensations were requested.

130721/04     **Minutes of previous meeting:** All Councillors confirmed receipt of the draft minutes for the meeting held on 15 June 2021 prior to the meeting. Councillor JC proposed to accept these as a true record of the decisions made at the meeting seconded by Councillor PO with all Councillors in favour. Councillor GJ, as Chairman, signed the minutes (references 150621/01 to 150621/62 inclusive).

#### **Public Forum:**

130721/05     County Councillor PO presented her report which was circulated to all Councillors prior to the meeting and confirmed reports had been submitted to

Signed *Graham Jones*

Date *14 September 2021*

cabinet members for highways and education regarding flooding on Drinkstone Road.

- 130721/06 All Councillors confirmed receipt of District Councillor HR report prior to the meeting to which he added MSDC have cancelled the scheduled July meeting and will not meet again until September; he will help pursue the outstanding CIL liability and confirmed there is a shortage of HGV drivers nationally which along with broken lorries has resulted in a delay in some bin collections.
- 130721/07 A member of the public pointed out refuse bins have been lining the streets of Beyton for the last seven days and commented that this is the only direct benefit for many residents who are paying the most part of £2k a year in Council tax.
- 130721/08 District Councillor HR replied stating Council tax includes services from the County Council and the police, not solely the District Council. The delay in refuse collection is also in part due to self isolation from the NHS Covid test and trace which should hopefully be a temporary issue.
- 130721/09 A member of the public offered concern over rumours of the sale of the village green and its future as a village green.
- 130721/10 A member of the public informed all present of a huge quantity of land for sale around the village and also asked if anyone knew of Worships field as the webmaster has received a request for information.

**Planning:**

- 130721/11 All Councillors noted there were no planning applications to comment on.
- 130721/12 All Councillors noted there were no planning determinations to note.
- 130721/13 Councillors noted that it is possible the applicant has lodged an appeal against the outstanding CIL liability relating to DC/19/00782 Land adjacent Guerdon Cottage, Drinkstone Road, Beyton. The CIL team at MSDC are looking into this and District Councillor HR has asked for himself and District Councillor WT to be included in all emails and will assist with this matter.

**Finance:**

Signed *Graham Jones*

Date *14 September 2021*

130721/14 All Cllrs confirmed receipt of the finance report for the period ended 1 July 2021 prior to the meeting. Cllr AA as a non-signatory confirmed the bank reconciliations as presented agreed to the bank statements showing cash available of £32,48728 in the community account and £100.56 in the premium account.

130721/15 All Cllrs agreed to accept the budget to actual report as presenting fairly the receipts and payments for the period ended 1 July 2021.

Cllrs noted the following income:

	From	Details	£
130721/16	Groundwork UK	Neighbourhood Plan	1,200.00
130721/17	MSDC Locality Grant	SCC Locality Grant (Netball equipment)	700.00

130721/18 After consideration all Cllrs 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	£
130721/19	Tina Newell	Salary and reimbursements	373.32
130721/20	HMRC	Clerk's PAYE and NIC	76.40
130721/21	Freethought	Email hosting and storage	234.00
130721/22	Rougham Playing field Management Committee	Hall hire	52.00

130721/23 All Councillors noted the bank mandate had not been updated and agreed to reconsider at the September meeting.

130721/24 All Councillors noted HMRC Basic Tools has been set up to allow payroll to be processed by the Clerk.

130721/25 After discussion all Councillors agreed to cancel the monthly subscription to Zoom (£11.99 net per month) with effect from 31 July 2021.

130721/26 Councillors agreed to apply for a VAT refund with the limited number of invoices available.

#### **Governance**

130721/27 Councillors HH and AA agreed to carry out a review of the Internal Controls twice annually agreeing to bring a review to the September meeting.

130721/28 Email addresses have been set up for all Councillors with a test email sent on 12 July 2021. All Councillors agreed for all emails to be sent to the relevant Beyton-pc.gov.uk address from today.

130721/29 After consideration all Cllrs agreed to submit a comment 'The Parish Council are uncertain about the radical changes within the Suffolk constituencies and the complexity along with the tight deadline makes it hard to formalise a more meaningfully comment' to the Review of Parliamentary Constituencies 2023.

#### **Working parties**

##### **Flooding:**

130721/30 After much discussion it was agreed to delegate authority to the working party to mitigate future flooding on Drinkstone road up to a cost of £3k.

130721/31 Whilst the culvert under the A14 on Thurston Road has not been cleared Councillor GJ has been in direct dialogue with a named person from Highways England who is on the case!

130721/32 After a lengthy discussion it was agreed the Clerk and Councillor GJ would write to MSDC with concern over the drainage on the development on the former Old Nursery site and the adverse impact this could have on the current flooding on Tostock Road.

##### **Play Equipment:**

130721/33 All Councillors confirmed receipt of the play equipment review carried out by Councillors GJ and HH and with no further questions accepted this review.

130721/34 Further to Councillor JC informing all members of a branch hanging from the Willow Tree on the green it was resolved to delegate authority to the Clerk to have the branch removed, professionally, as soon as possible using emergency spending powers as detailed in Standing Orders.

## Village Greens

- 130721/35 Councillor JM informed all members of ideas from Beyton Environmental Group (BEG) regarding the grass cutting schedule. After discussion all Councillors agreed to invite BEG to the September meeting to offer proposals for consideration.
- 130721/36 All Councillors noted Councillor GJs attempts to contact the land agents representing the Village Green have been unsuccessful. After consideration all Councillors agreed for the Clerk to try and make contact and bring proposals to the September meeting.
- 130721/37 All Councillors considered the Clerks report and resolved to instruct The Play Inspection Company to carry out the annual inspection of play equipment at a cost of £45.95.
- 130721/38 Further to complaints from residents of vehicles parking irresponsibly near the defibrillator blocking its access all Councillors resolved for the Clerk to print out a sign saying 'No Parking, access required at all times' and place this near the defibrillator. Councillors agreed to review the success of this sign at the September meeting.
- 130721/39 All Councillors agreed to pass BEG the email from Suffolk County Council asking for assistance to install new plaques onto roadside rights of way fingerposts.
- 130721/40 After discussion Councillor JM volunteered to become the Parish footpath warden/officer and agreed to pass information on footpaths to the webmaster for uploading onto the village website.
- 130721/41 Councillors noted there was no update on the ANPR and resolved to invite the Road Safety team to the September meeting to offer an update.
- 130721/42 Councillor GJ confirmed there is very little information to go into the Beyton Village News other than comments on the neighbourhood plan. Despite this all Councillors agreed to publish a Summer/Autumn edition.

- 130721/43 All Councillors noted a village meeting to discuss The Queens Platinum Jubilee Celebration is taking place on 20 July 2021. Councillor JM volunteered to attend the meeting representing the Parish Council.
- 130721/44 **Any other matters for information, to be noted, or for inclusion on a future agenda:** risk assessments, amendment to the co-option policy, The Queens Jubilee.
- 130721/45 All Councillors noted the date of the next meeting as 14 September 2021 and agreed for the Clerk, in association with the Chairman will agree on an appropriate venue.
- Staffing matters**
- 130721/46 All Councillors noted the Clerks reluctant resignation.
- 130721/47 Councillors delegated authority to GJ and AA to interview a replacement Clerk and bring a recommendation to the September meeting.
- 130721/48 Councillors noted the pre-agreed attempt to collect Parish Council documents from the former Clerk was unsuccessful and resolved to contact SALC for advice.
- 130721/49 **GJ closed the meeting at 9.31pm**