


## BEYTON PARISH COUNCIL

**Chairman:** Councillor Graham Jones

Clerk: Tina Newell

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Minutes of the Parish Council meeting held on Tuesday 15 March 2022

In The Vestry of All Saints Church, Beyton

Councillors Present: Anne Alderton (Vice Chairman) (AA), John Clark (JC), Helena Harris (HH), Jamie Miekjohn (JM) and Peggy Orsler (PO).

**Others in attendance:** Tina Newell (Clerk), Penny Otton (PO), Harry Richardson (HR), Austin Davies (AD) and three members of the public.

- 150322/01 Councillor Ann Alderton chaired the meeting in the absence of the Chairman and in accordance with Standing Order 3 O.
- 150322/02 **Apologies for absence:** Graham Jones (GJ) offered apologies prior to the meeting as he is away on holiday and Jonathan Wilson (JW) tendered apologies due to illness.
- 150322/03 All Councillors accepted apologies for absence from GJ and JW.
- 150322/04 **Declarations of Interest:** AA declared an interest in planning item DC/22/00532; as the applicant AA agreed to leave the meeting at the point on the agenda when this is discussed.
- 150322/05 **To consider requests for dispensation:** None received.
- 150322/06 **Minutes of previous meeting:** All Councillors confirmed receipt of the draft minutes for the meeting held on 15 February 2022 prior to the meeting. With all Councillors in agreement AA signed these minutes as a true reflection of the decisions made (ref 150222/01 to 150222/56).
- Public Forum:**
- 150322/07 PO presented her report in brief; the County Council is waiting for information regarding arrangements for any Ukrainian refugees for the provision of health and education; new cases of Avian Influenza have been reported. The full report is appended to these minutes.
- 150322/08 AA gave a warm welcome to Austin Davies (AD) as a new District Councillor to the meeting.
- 150322/09 With no questions PO left the meeting.

Signed: Graham Jones

Date: 12 April 2022

- 150322/10 HR's report was sent to all Councillors prior to the meeting in which he gave an update on the Judicial review at Thurston suggesting MSDC have a reasonable chance of successfully applying for an appeal against the decision; it is expected an increase in the District Councillors locality budget. With no questions the full report is appended to these minutes.
- 150322/11 Councillors agreed to reorder the agenda to receive an update on the outstanding CIL liability on Land adjacent Guerdon Cottage, Drinkstone Road, Beyton (application DC/19/00782): Councillors were disappointed to receive notification that the planning application, whilst granted, was not implemented therefore there is no CIL liability to pay (subject to MSDC checking the permissions on plots 4 and 5); the plots to which this application relate were built out on earlier applications which pre dated CIL. It was agreed for TN and both District Councillors to meet with representatives from MSDC planning and CIL departments to find out how the CIL was assessed initially, against what applications and the reason for the conclusion.
- 150322/12 TN confirmed a report has been raised with the planning enforcement team at MSDC regarding the driveway to the afore mentioned development but has yet to receive a response.
- 150322/13 A member of the public asked AD why residents from Beyton had to travel to Hessett to vote for a Green Councillor at the recent by-election, often driving in petrol engine cars, and requested the village of Beyton has a polling station.
- 150322/14 A member of the public introduced himself as a local farmer who has recently purchased farm land in the village.
- 150322/15 HR left the meeting.
- 150322/16 AA left the meeting (relating to the earlier declaration of interest)
- 150322/17 Councillors resolved to appoint John Clark as the Chairman for the following agenda item.
- Planning:** Councillors considered the following planning applications:
- 150322/18 DC/22/00532 Application for works to trees subject to the Tree Preservation Order WS342/G1: Crown lift to 5.4m, remove major deadwood and reduce overextended limbs of 6no Mature Lime Trees (T1-T6)  
The Gables, Bury Road, Beyton IP30 9AB

Signed: *Graham Jones*

Date: *12 April 2022*

- All Councillors agreed this application would help to protect the future health of the tree and resolved to offer their **SUPPORT**.
- 150322/19 AA re-entered the meeting room and took over the position as Chairperson for the remainder of the meeting.
- 150322/20 To note one determination made by MSDC, since the last meeting:  
DC/22/00229 Corner Cottage, Beyton  
MSDC: GRANTED BPC: Supported
- 150322/21 Councillors noted there was no update on application DC/21/04987 Land on the South Side of Bury Road, Beyton; MSDC are still waiting on further drawings regarding access to the site. As soon as new drawings are received the Parish Council will be reconsulted.
- Finance:**
- 150322/22 All Councillors confirmed receipt of the finance report for the period ended 28 February 2022 prior to the meeting. Councillor AA, as a non-signatory, confirmed the bank reconciliations as presented agreed to the bank statements with available cash of £31,001.93.
- 150322/23 All Councillors confirmed receipt of the budget to actual payments and receipts report prior to the meeting noting payments of £19,176.39 and receipts of £21,927.23; all Councillors noted £2,000 was recovered from SCC against £3,000 paid for ditch clearing and £1,200 received for neighbourhood plan costs in the year.
- 150322/24 All Councillors agreed to vire £1,327.60 from unused budget lines and allocate to expenses that had been incurred, as per the proposal on the finance report.
- 150322/25 All Councillors agreed to vire £3,000 from the village green project reserve account and move to the general reserve noting this would give the general reserve account a balance of £8,467.09 - 51% of the precept; with the agreement of S106 funds and the CIL receipt in the reserves there should not be a requirement to use the village green project reserve if it is agreed to buy the village green (the purpose of the reserve account originally).
- 150322/26 Councillors accepted the asset register with no questions.
- 150322/27 Councillors noted there had been no receipts since the last meeting.

Signed: *Graham Jones*

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150322/28 All Councillors resolved to approve the following gross payments and agreed to make payments by cheque confirming a full schedule, supported by invoices and receipts, had been received prior to the meeting.

	Payee	Details	£
150322/	Tina Newell	Salary and reimbursements	722.69
150322/	HMRC	Clerk's PAYE and NIC	162.03
150322/	Parish on Line	Parish on Line	81.00
150322/	Precision Marketing	Beyton Village News	165.50
150322/	Viking Stationery	Stationery	75.89

150322/29 Councillors noted HH and TN had been added to the bank mandate and are now waiting for internet log-in details.

150322/30 All Councillors agreed to amend the mandate removing any previous Councillors and AA from the mandate resulting in GJ, JC and HH as signatories and TN as administrator only.

150322/31 **Governance:** All Councillors received an update on the Parish Councils insurance noting the play equipment and assets on the green are insured but any claim against the land would be the land owners liability. The Parish Council cannot insure the land on behalf of the land owners therefore TN has emailed the land agents advising them the Parish Council will re-imburse the land owner of any premium to adequately insure the land however no response has yet been received.

150322/32 **Correspondence:** Councillors agreed to nominate a local resident as torch bearer for Beyton for the Suffolk Festival Lord lieutenant's Torch relay.

**To receive reports/verbal updates and consider action required from committees and representatives:**

150322/33 **Flooding:** JC confirmed conversations have taken place with a local landowner regarding flooding; Drinkstone and Thurston Road have had ditches cleared resulting in no flooding; Tostock Road requires consideration. Suffolk Highways have confirmed they are committed to legally formalising taking on future maintenance of the ditches along Thurston Road.

**Village Green:**

150322/34 No further correspondence has been received from the land agents or owners.

Signed: *Graham Jones*

Date: *12 April 2024*

- 150322/35 An update on the insurance was given earlier in the meeting.
- 150322/36 Councillors noted TN carried out a comprehensive visual check of the play equipment and assets on the green. All Councillors agreed for Reads Groundworks to carry out the necessary works at a cost of £620.00.
- 150322/37 Councillors received a quotation to refurbish the roundabout and the safety surfacing from the manufacturers, Wicksteed, at a cost £3,290.80 plus VAT noting a replacement roundabout would cost £9,240.63. After discussion and noting the annual play inspection report concluded this was a moderate risk all Councillors agreed to defer the decision on this until after a decision on the green was made.
- 150322/38 **Open day:** After discussion all Councillors agreed to offer refreshments at the open day and for there to be a sealed box where residents can post their comments and answer yes or no to the Parish Council purchasing the green. The box would be opened at the next meeting.
- 150322/39 **Avian Flu:** Councillors noted the recent local outbreaks of Avian Influenza and agreed to follow the advice given from a Senior Veterinary Inspector from Animal and Plant Health Agency (APHA).
- 150322/40 **Parish Warden:** All Councillors agreed with the staffing committees job description for a Parish Warden and agreed to advertise the position without further delay. It was agreed to hold interviews and consider an appointment at the next full council meeting.
- 150322/41 **Litter Pick:** All Councillors agreed to offer refreshments to volunteers and resolved to ask the White Horse to make provisions available.
- 150322/42 Councillors noted an email from CAS, as the insurance brokers, had been received which stated a litter pick is seen as a normal activity for the Parish Council and therefore public liability cover could be provided under the existing policy cover/limits subject to: completion of a risk assessment, instructions for safe litter picking being communicated to the volunteers, adequate PPE being provided for the volunteers, adequate warning signs/protection being provided if the volunteers are working on/beside a highway and ensuring the volunteers are 'working' on Council land or permission has been obtained from the landowner if e.g. footpaths/grass verges belong to a third party. All Councillors agreed to issue the risk assessments and guidance as received from MSDC with no amendments and to provide PPE to all

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volunteers. TN will produce some A3 signs to be placed around the village informing people a litter pick is taking place and a check sheet for volunteers to sign to confirm receipt of a safety briefing and PPE.

- 150322/43 **Reclaim the Rain:** TN has formally registered the Parish Councils interest in this initiative. It was agreed for the working group looking at flooding to consider how floods could be managed, if any rainwater could be re-used or if there was an interest in a new supply of sustainable water.
- Updates from village groups:**
- 150322/44 Community Speedwatch: No update or report received.
- 150322/45 Beyton Village Association (BVA): no update or report received.
- 150322/46 Beyton Environmental Group (BEG): no update or report received.
- 150322/47 **Neighbourhood plan:** Councillors received a report prior to the meeting which confirmed the number of comments (the majority positive) were far in excess of what would have been expected from a village the size of Beyton. Having reviewed the comments we shall incorporate those that make a substantive change into the document. It is hoped to have the Plan for consideration by Councillors at the April meeting.
- 150322/48 All Councillors noted the National Joint Council for Local Government Services (NJC) has agreed the new rates of pay applicable from 1 April 2021. All Councillors noted point 9.1 of the Clerk's contract of employment states the salary at Scale Point 17 and therefore noted the increase of £0.22 per hour in accordance with the NJC salary award 2021/22.
- 150322/49 **Any other matters for information, to be noted, or for inclusion on a future agenda:** none
- 150322/50 All Councillors noted the date of the next meeting as 12 April 2022 and agreed to start at the earlier time of 7.00pm.
- 150322/51 AA thanked everyone for attending and closed the meeting at 8.29pm.

Signed: *Graham Jones*

Date: *12 April 2022*