

BEYTON PARISH COUNCIL

Chairman: Councillor Graham Jones

Clerk: Tina Newell

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Minutes of the Parish Council meeting held on Tuesday 9 January 2023

In The Vestry of All Saints Church, Beyton

Councillors Present: Graham Jones (Chairman) (GJ), Ann Alderton (AA) (Vice Chairman), John Clark (JC), Helena Harris (HH) Kerry Mason (KM), Peggy Orsler (PO) and Jonathon Wilson (JW)

Others in attendance: District Councillor Austin Davies (AD), Tina Newell (Clerk) and seven members of the public.

- 090123/01 **Apologies for absence:** No apologies received.
- 090123/02 District Councillor Harry Richardson and County Councillor Penny Otton tendered apologies prior to the meeting.
- 090123/03 **Declarations of Interest (DoI):** No additions or deletions were made to members Register of Interests.
- 090123/04 No DoI were received to consider.
- 090123/05 **Dispensation:** Councillors noted no requests had been received and none were requested at the meeting.
- 090123/06 **Minutes of previous meeting:** All Councillors agreed the minutes of the Parish Council meeting held on 8 November were a true reflection of the decisions made. GJ signed the minutes (reference 081122/01 – 74)
- 090123/07 Austin Davies submitted a report prior to the meeting and confirmed it had been a quiet month with no formal Council meeting; GJ gave thanks to AD for his financial support towards the village pond project
- 090123/08 All Councillors confirmed receipt of County Councillor Penny Otton's (CC PO) report prior to the meeting.
- 090123/09 A member of the public asked for confirmation of a sentence in CC PO report regarding Modern Slavery.
- 090123/10 In accordance with Standing Order 1a GJ resolved to re-order the agenda to take item 9b next.

Signed: *Graham Jones*

Dated: *07 02 2023*

- 090123/11 **Beyton Village Association (BVA):** A representative from the BVA gave thanks to the Parish Council for financially supporting Beyton's event marking Her Majesty The Queen's platinum jubilee event in 2022 (£938.26) and confirmed they are in the early stages of planning an event to mark King Charles III coronation; all Councillors noted BVA's current financial reserves are £2,592 and agreed to consider an application for financial support for the coronation event at the next meeting when clear details of the events/costs planned are available.
- 090123/12 AD and one member of the public left the meeting.
Planning: Councillors considered the following applications made to the Local Planning Authority (MSDC) relating to Beyton:
- 090123/13 DC/22/06087 application under Section 73 of The Town and Country Planning Act for 2638/16 for the variation of Conditions 2 (approved plans and documents) and 5 (materials).
Land to the East of The Grange, Tostock Road, IP30 9AG
After discussion all Councillors agreed to **SUPPORT** this application.
- 090123/14 DC/22/05929 Full Planning Application – change of use of former public house to restaurant and hot food takeaway (A3/A5)
The Bear Public House, Tostock Road IP30 9AG
Councillors were disappointed to note an error in the planning application regarding the use of class A3/A5: in accordance with the Town and County Planning (Use Classes) Order 1987 (as amended) these classes are not valid.
After a lengthy discussion and noting many comments from residents requesting refusal of the application and the importance given to The Bear in the Neighbourhood Plan all Councillors agreed to insist MSDC **REFUSE** this application; if MSDC disagree with the Parish Council, Neighbourhood Plan and residents of the Parish the Parish Council insist a condition must be applied to withdraw all permitted development rights.
Councillors noted the following determinations made by MSDC since the last Parish Council meeting relating to Beyton:
- 090123/15 DC/22/05686 Briar House, 1 Bear Meadow, IP30 9HS
MSDC: GRANTED BPC: No comment
- 090123/16 DC/22/05310 The Old Rectory, Church Road, IP30 9AL

- MSDC: GRANTED BPC: Support
- 090123/17 DC/22/05200 Marl Cottage, Church Road IP30 9AL
- MSDC: GRANTED BPC: Support
- 090123/18 **Planning application DC/22/05291 Brook Farm, Drinkstone Road:** Councillors noted an extension of time has been given as the applicant has engaged the services of a different flood consultant following the concerns of Suffolk County Council as the flood authority.
- 090123/19 Councillors noted the withdrawal of planning application DC/22/05319 Land adjacent to York House, The Green (the PC had agreed to support this application at the November meeting).
- 090123/20 **Community Infrastructure Levy (CIL) outstanding:** TN confirmed all CIL money relating to plot 4 on the development on Land adjacent to Guerdon Cottage has been received and therefore the Parish Council will receive £4,285.01 in April 2023; the liability notice on plot 5 had to be re-issued and so far only £900 of the Parish Councils portion has been received – again this will be received in April 2023 along with any more monies received before the end of March 2023. All Councillors thanked TN and the Debt Recovery officer at MSDC for their patience in pursuing these debts.
- 090123/21 TN will produce a full reconciliation of CIL for the next meeting.
- 090123/22 **To receive an update on the lawfulness of the removal of around 300 yards of hedging and mature trees from Cangles Lane:** Councillors noted certain hedgerows are protected by the Hedgerow Regulations and if the hedgerow was on agricultural land, a site of special scientific interests, forestry land or on land for the keeping of donkeys there is a process that has to be followed before hedges are removed. If the hedgerow has been removed i.e. roots dug up rather than coppiced then it is a matter for MSDC planning enforcement. It was agreed to report the removal of mature trees to the enforcement team at MSDC and for JC to be the liaison with the District Council once reported.
- Finance:**
- 090123/23 All Councillors confirmed receipt of the finance report for the period ended 30 December 2022 prior to the meeting.

090123/24 **Bank Reconciliation:** AA as a non-bank signatory confirmed the bank reconciliation as presented agree to the bank statements with cash available of £57,718.24.

090123/25 **Budget to Actual:** All Councillors confirmed receipt of a budget to actual report including predicted year end payments and receipts and agreed to make the following virements:

	Account	£
090123/26	Audit	-391.45
090123/27	BVN	-172.00
090123/28	Data Protection	-5.00
090123/29	Geese	-66.95
090123/30	Insurance	151.12
090123/31	Misc.	469.28
090123/32	Mileage	15.00

090123/33 **Reserves:** AA confirmed the reserves account reconciles to the bank statement. All Councillors agreed with the reserves reconciliation noting the general reserve of £15,627.32 represents 67.4% of the annual precept and is in accordance with guidelines.

091023/34 **Receipts:** Councillors noted the receipt from AS and CC PO totalling £1,700 in November has been allocated to the village Pond project, this is in addition to the £1,000 received from HR in October. Councillors also noted receipt of S106 money of £14,590.23 received from MSDC towards the purchase of The Green.

090123/35 **Payments:** All Councillors resolved to approve the following gross payments and agreed to make payment by internet banking confirming a full schedule, supported by invoices and receipts, had been received prior to the meeting:

	Payee	Details	£
090123/36	Tina Newell	Salary, re-imbursements to include PAYE	1,344.13
090123/37	D J Davison	Ditch clearance	1,920.00
090123/38	Precision Marketing	Beyton village magazine	788.40
090123/39	T C Forrestry	Cutting of The Green	744.00

090123/40 All Councillors confirmed receipt of a draft budget for 2023/24 prior to the meeting and noted whilst the budget as presented is set at the same level as the

current year it is adequate to ensure the Council is able to carry out all statutory functions in 2023/24. After discussion all Councillors agreed to set the budget for 2023/24 at £23,186.01.

090123/41 All Councillors received the tax base for 2023/24 and noted there are more dwellings paying Council Tax than in the 2022/23 financial year. TN informed Councillors the precept is the balancing figure of income less expenses and as the only guaranteed income is the precept all Councillors agreed to set the precept for 2023/24 at £23,186.01

090123/42 GJ and TN signed the Precept upon charging form in front of all present; TN will send this on to MSDC.

090123/43 **Refurbishment of final bench on The Green:** No update.

090123/44 All Councillors noted receipt of £250 as a grant from MSDC Cost of Living Crisis; it was originally applied to offer financial support to Beyton Parish Council who had agreed to set up a warm space however due to illness and holidays this had not been possible; noting the winter months would soon be over it was agreed to offer the grant to Beyton PCC who hold a regular coffee morning/warm space.

Governance:

090123/45 **Review of the Internal Control Statement:** HH confirmed this is work in progress and will be available at the next meeting.

090123/46 **Risk Assessments:** AA asked TN to forward the current list of risk assessments and agreed to bring a review of these to the next meeting.

090123/47 **Policies and Procedures:** GJ and KM will review these and provide a report at the next meeting.

090123/48 TN confirmed it is important a review of the internal controls, risk assessments and policies and procedures is carried out at least once annually.

Receive updates/reports from officers and village groups and consider action required:

090123/49 **Beyton Environment Group:** The village pond project is almost complete with the next stage to spread the soil and seed; hedging has been planted around the edge of the assurance but assurance was given it will not grow so high as to obscure the pond. GJ thanked all those residents for their time, commitment and hard work.

090123/50 **Beyton Village News:** No update

- 090123/51 **Bus Service:** TN attended a meeting hosted by Woolpit Parish Council in December to consider ways to provide public transport for a number of Parishes whom have limited or no bus service; the meeting heard what parishes have and what they would like and another meeting is being arranged for later this month.
- 090123/52 **Community Speedwatch:** All Councillors noted the speed gun has been sent off for recalibration at a cost of £223 plus delivery; this decision was made outside of a meeting with support from GJ and AA in accordance with Financial Regulation 4.1. The Automatic Number Plate Recognition (ANPR) device made a dramatic change to the speed of vehicles; whilst these are being shared county wide it will return to Beyton.
- 090123/53 **Beyton Sixth:** TN attended a meeting at Beyton Sixth form to discuss the use of a room for Parish Council meetings; the head teacher is keen to work with the Parish and it is hoped an agreement for consideration by the Parish Council will be available soon.
- The Village Green:**
- 090123/54 Inspection report: JW has visited the site and confirmed all play equipment appeared to be in good working; JW has a number of completed check lists and will forward to TN for filing. TN confirmed the annual inspection of the play equipment was due to have taken place in December and MSDC are waiting for the formal reports to be submitted.
- 090123/55 Purchase: The land agent is waiting for confirmation from the land owners as to the solicitor they have engaged to continue with the sale.
- 090123/56 **Training:** GJ confirmed training on Cardiopulmonary Resuscitation (CPR) is being looked into by a resident and agreed for TN to also bring options to the next meeting.
- 090123/57 **Parish Warden:** TN confirmed there have been no applications for the post. All Councillors agreed to remove the current advert and re-advertise in Spring 2023.
- 090123/58 **Any other matters for information, to be noted or to be included on a future agenda:** A14 Ditch and culvert contract, ditches, appointment of an internal auditor, traffic calming and heat camera, thoughts on how to spend CIL income.

Correspondence:

- 090123/59 **MSDC Precept Survey:** All Councillors resolved for TN to complete The Police and Crime Commissioner's survey on his precept proposal.
- 090123/60 **Local Validation List:** All Councillors agreed for TN to complete on behalf of the Parish Council.
- 090123/61 All present noted the date of the next Parish Council is 7 February 2023 at 7.30pm
- 090123/62 **In accordance with the Public Bodies (Admission to Meetings) Act 1960 all Councillors resolved to exclude all public from the meeting due to the confidential nature of the business to be conducted:** Staffing matters
- 090123/63 **To receive a recommendation from the staffing committee following the annual appraisal of the Clerk:** The staffing committee carried out the annual appraisal of the Clerk and agreed all the needs of the Council are being met.
- 090123/64 As all members of the public had left there was no one left to invite back to the meeting.
- 090123/65 The Chairman closed the meeting at 21.11hrs.