

## BEYTON PARISH COUNCIL

**Chairman:** Councillor Graham Jones

Clerk: Tina Newell

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### Minutes of the Parish Council meeting held on Tuesday 14 June 2022

#### In The Vestry of All Saints Church, Beyton

Councillors Present: Graham Jones (Chairman) (GJ), Anne Alderton (Vice Chairman) (AA), John Clark (JC), Helena Harris (HH) and Jonathan Wilson (JW).

**Others in attendance:** Tina Newell (Clerk), Austin Davies (District Councillor) (AD), Penny Otton (PO) (County Councillor) and two members of the public.

- 140622/01     **Apologies for absence:** Councillor Peggy Orsler offered apologies prior to the meeting.
- 140622/02     All Councillors resolved to accept Peggy Orsler's apologies.
- 140622/03     District Councillor Harry Richardson offered his apologies for absence.
- 140622/04     **Declarations of Interest:** None received.
- 140622/05     **To consider requests for dispensation:** None received.
- 140622/06     **Casual Vacancy:** Councillors noted there have been no applications for the post of Parish Councillor despite advertising. Councillors were encouraged to speak with residents in the hope of identifying possible applicants.
- 140622/07     **Minutes of previous meeting:** All Councillors confirmed receipt of the draft minutes for the Annual Parish Council meeting held on 10 May 2022 prior to the meeting. All Councillors accepted these minutes as a true reflection of the decisions made and GJ signed the minutes (reference 100522/01-100522/67).
- Public Forum:**
- 140622/08     All Councillors confirmed receipt of District Councillor Harry Richardson's report prior to the meeting, which is appended in full to these minutes, with no questions.
- 140622/09     PO presented her report, which is appended in full, and confirmed a strongly worded email has been sent to SCC Highways regarding planning application DC/22/01358 expressing surprise that a condition regarding surface water

Signed: *Graham Jones*

Date: *12 July 2022*

drainage was not applied to this application. Noting the deadline for determination is this week PO agreed to chase SCC Highways.

140622/10 PO left the meeting.

140622/11 AD presented his report in brief; the full report is appended. AD informed all present of MSDCs plan to upgrade the insulation in Council houses before 2030 to help improve energy efficiency and MSDC hope to add 65 affordable homes to housing stock annually.

140622/12 JC asked if MSDC had a land bank for the new affordable homes or would they be seeking to buy land; AD thought they have some land stock.

140622/13 There were no questions or comments from members of the public.

**Planning:** Councillors considered the following planning applications:

140622/14 DC/22/02545 Erection of front and rear first floor dormer windows.

Location: 7 Thurston Road, Beyton IP30 9AE

After brief discussion all Councillors agreed to **SUPPORT** this application.

140622/15 **Councillors noted the following determination made by MSDC since the last Parish Council meeting:**

DC/22/01911 Erection of single storey rear and first floor side extension

Russets Bury Road, Beyton

MSDC: **GRANTED** BPC: Supported

140622/16 Councillors received an update on planning application DC/22/01358 Discharge of Conditions DC/20/00663 Condition 4 (Roads and footpaths), Condition 6 (Highway improvements), Condition 10 (Construction Management Plan) and Condition 12 (Contamination).

Location: Nursery House, Tostock Road, Beyton IP30 9AG.

Councillors noted this application is still with highways for consideration. It will be determined by the Discharge of Condition's team as it is purely a technical matter. TN has tried to contact highways without success; both District Councillors and PO have sent emails and are following up the concerns of the Parish. It was resolved for TN to send another email stating the condition should not be discharged without prior consultation with the Parish Council.

140622/17 Councillors noted no payment has been received for either of the two Demand Notices issued for Plots 4 and 5 £3,743.25 and £4,111.14 respectively on the

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outstanding CIL liability relating to the development on Land adjacent Guerdon Cottage, Drinkstone Road, Beyton; the legal team at MSDC will now consider the next step.

140622/18      **Land Registry papers:** All Councillors confirmed receipt of land registry papers for a plot of land previously brought to the Councils attention; all Councillors agreed to accept a reasonable charge from the solicitor to confirm any pending applications for registration of the land and what the Parish Council can do to protect this as village amenity land.

140622/19      **Road Safety:** Further to a resident's complaint regarding lorry movements in the early hours of the morning along Tostock Road, Beyton, Suffolk Highways have suggested to report this to West Suffolk Council Environmental Health. After consideration all Councillors agreed to report the 'fissure' that runs across the road as a defect in the public highway; if this were repaired there would be no noise.

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

140622/20      **Flooding including Reclaim the Rain:** All Councillors noted, with disappointment, that Beyton were not chosen to be one of the six communities to take this project forward whilst expressing thanks that there has been no recent flooding.

140622/21      **Village green play equipment:** JW confirmed visual inspections have been carried out twice monthly and a tick sheet completed with no issues to report.

**To receive updates from village groups:**

140622/22      **Community Speedwatch:** This is being carried out regularly however more volunteers are required.

140622/23      **Beyton Village Association (BVA):** GJ thanked the BVA for the splendid celebrations they organised for The Queen's jubilee.

140622/24      **Beyton Environmental Group (BEG):** Due to it being nesting season the BVA are not able to do anything.

140622/25      **Beyton Sixth Form:** GJ advised all present of a Community Voice meeting happening with Beyton Sixth Form on 12 July 2022; it was agreed for GJ, JW and the Clerk to attend to represent the Parish Council. It is hoped some of the assets at the school will be made available for the wider population.

140622/26     **Neighbourhood Plan (NP):** All Councillors confirmed receipt of the final copy of the pre-submission NP. With no comments or questions from Councillors or members of the public JC proposed to accept adoption of the NP. AA seconded and all Councillors were in agreement. JW confirmed there will be another opportunity for public comments. GJ thanked the team for their time, enthusiasm and commitment in gathering this vast amount of information and with proud informed all present that the Professional Advisor has not known any other Parish to have such engagement with their NP.

**Finance:**

140622/27     **Bank reconciliation:** All Councillors confirmed receipt of the finance report for the period ended 31 May 2022 prior to the meeting. Councillor AA, as a non-bank signatory, confirmed the bank reconciliations as presented agreed to the bank statements with available cash of £39,220.22; £100.56 in the savings account and £39,119.66 in the Community account.

140622/28     **Budget to Actual:** All Councillors confirmed receipt of the budget to actual payments and receipts report for the period ended 31 May 2022 prior to the meeting. All Councillors agreed to accept this report noting it would be helpful to have an analysis of the budget by month and a quarterly projection at the next meeting.

140622/29     **Reserves:** Councillors resolved to accept the reserves as presented noting the general reserve is 59% of the Precept.

140622/30     All Councillors noted the only receipt since the previous meeting was for £1,577.76 from HMRC for VAT paid in the financial year ended 31 March 2022. 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	£
140622/31	Tina Newell	Salary	622.50
140622/32	Tina Newell	Reimbursements	51.12
140622/33	HMRC	Tax	25.00

140622/34	MSDC	Litter and Dog bin emptying	647.92
140622/35	Councillors noted the £150 cheque payment for the Jubilee band was never cashed due to the band requiring cash. TN paid the cash and was reimbursed with a bank transfer authorised by GJ and advised to GJ and AA.		
140622/36	All Councillors agreed the Council processes personal data and are therefore subject to the Data Protection Act 2018; under this act an annual fee must be paid to the Information Commissioners Office (ICO) (unless exempt which BPC are not). All Councillors resolved for TN to set up a direct debit for £35 to cover this fee.		
140622/37	After consideration all Councillors agreed to refurbish one bench at a cost of £420 and to remove the two unsafe benches. JW suggested residents donate a bench in memory of loved one and all Councillors agreed to look into this in more detail and advertise the idea.		
140622/38	TN was still waiting receipt of quotes for two noticeboards – one for either side of the bus shelter on The Green; it is hoped an update will be available for the July meeting.		
140622/39	Insurance renewal: All Councillors agreed to renew the insurance cover with Community Action Suffolk on a long term undertaking at a cost of £572.43 (£511.09 plus insurance premium tax of £61.34) per annum noting the total assets covered of £103k and fidelity cover of £50k is adequate. TN has received confirmation there will be no increase in premium when the Village Green is an owned asset.		
140622/40	Financial support for Thurston library: After discussion and noting the Parish Council budgeted very prudently this year all Councillors regretfully agreed there was no provision available to cover such a request in the current year.		
140622/41	<b>Governance:</b> All Councillors noted and agreed to adopt the amendments recommended to the Financial regulations from NALC.		
140622/42	<b>Parish Warden:</b> TN advised there had been no applications for the position of Parish Warden. After much consideration it was agreed to ask MSDC for an increase in hours and the insurance provider if the age restriction could be lowered to 16 years (currently 18 years).		

- 140622/43      **Any other matters for information, to be noted, or for inclusion on a future agenda:** Beyton Village News (frequency (GJ)), access to Rose Cottage.
- 140622/44      **Date of the next scheduled meeting:** Tuesday 12 July 2022 at 7.30pm.
- 140622/45      The Chairman thanked everyone for their attendance and closed the meeting at 21.11pm.