

BEYTON PARISH COUNCIL

Chairman: Councillor Graham Jones

Clerk: Tina Newell

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07767 163706

Minutes of the Parish Council meeting held on Tuesday 7 February 2023

In The Vestry of All Saints Church, Beyton

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

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

070223/01 **Apologies for absence:** Helena Harris (HH) offered apologies prior to the meeting due to illness.

070233/02 All Councillors accepted HH apologies.

070223/03 **Declarations of Interest (DoI):** No declarations of interest to consider.

070223/04 **Dispensation:** Councillors noted no requests had been received and none were requested at the meeting.

070223/05 **Minutes of previous meeting:** All Councillors resolved to accept the minutes of the Parish Council meeting held on 10 January and as a true reflection of the decisions made. GJ signed the minutes (reference 090123/01 – 65).

Public Forum:

070223/06 All Councillors confirmed receipt of County Councillor Penny Otton's (CC PO) report prior to the meeting in which PO confirmed Suffolk County Council is not on track to reach Net Zero Carbon by 2030; a proposal to employ a Carbon Budget Officer to solely focus on improving the reporting of carbon emissions is being proposed. The full report is appended to these minutes.

070223/07 The same member of public asked what action Suffolk County Council has taken should drivers not follow the diversion route in place when National Highways carry out repairs on the A14 from junction 47a to junction 49 noting these repairs are not due to be finished until Summer 2024 and also asked if Beyton Parish Council are going to carry out additional checks.

- 070223/08 It was agreed to refer these concerns to the police Safer Neighbourhood Team and request additional visits during the next 16 months noting the Parish Community Speedwatch team have very limited volunteers.
- 070223/09 All Councillors confirmed receipt of District Councillor Austin Davies report prior to the meeting which confirmed the District Council are in discussion with the Suffolk Association of Local Councils to establish a more formal link; the District Council is proposing to freeze its share of Council tax having confirmed a reduction in debt of £6 million; following a review of the Community Governance Beyton Parish Council is to remain unchanged. The full report is appended.
- 070223/10 District Councillor Harry Richardson's report had been submitted to all Councillors prior to the meeting with no questions.
- 070223/11 A member of the public informed all present of a road traffic accident on The Green earlier today which caused damage to a tree, road sign and dog litter bin. The Clerk confirmed an email has been sent to the Parish Council's insurance company; the same resident also suggested the Beyton Village News should be reduced to four seasonal editions thus reducing the cost whilst allowing issues to be covered more accurately.
- 070223/12 A member of the public asked what the potential financial liability for the legal work relating to the purchase of The Green is noting the additional time this is taking and expressed concern that this cost is not being accrued. AA confirmed the accounts are prepared using the receipts & payments method and TN confirmed the liability is covered within the reserves account.
- 070223/13 All Councillors agreed for TN to check with the Parish Council's solicitor as to whether they expect to add significant charges above those agreed and for TN to report the answer at the March PC meeting
- 070223/14 CC PO and AD left the meeting.
- 070223/15 A member of the public spoke with concern over the siting of the greenhouse in the application being considered later in the meeting DC/23/00194.
- Planning:** Councillors considered the following applications made to the Local Planning Authority (MSDC) relating to Beyton:
- 070223/16 DC/23/00194 Erection of a greenhouse

Beyton Cottage, Church Road, Beyton IP30 9AL

All Councillors noted there is an enforcement case open on this application as it has been reported that foundations have already been laid for the greenhouse noting there will be no enforcement until after a decision is made on this application. After a lengthy debate, with members of the public included, all Councillors resolved to submit the following comment:

Beyton Parish Council NOTED this application and ask due consideration is given to the fact that this application does not replicate the position of the original orangery on the site and it is in a conservation area where proposals must preserve or enhance the significance of the heritage assets of the village, their setting and the wider built environment as noted in the neighbourhood plan; this part of the village along with the adjacent graveyard, forms an open setting for the Parish Church (grade II* listing) and offers protection to the landscape qualities that remain on this sensitive edge of the village.

070223/17 DC/22/06269 Erection of cart lodge with rooms above ancillary to main dwelling

Marl Cottage, Church Road, Beyton IP30 9AL.

After much discussion and engagement with residents all Councillors resolved to submit the following comment:

Beyton Parish Council wish to OBJECT to this application; Councillors do not oppose in principle to a cartlodge on the site however they have concern over the size and position of the proposed cartlodge and ask that consideration is given to the fact that this application is in a conservation area where proposals must preserve or enhance the significance of the heritage assets of the village, their setting and the wider built environment as noted in the neighbourhood plan; this part of the village along with the adjacent graveyard, forms an open setting for the Parish Church (grade II* listing) and offers protection to the landscape qualities that remain on this sensitive edge of the village.

If the local planning authority disagree with the Parish Council and Beyton's Neighbourhood Plan the Parish Council insists a condition must be applied to limit the use to be incidental to the enjoyment of the main dwelling and the occupation is functionally dependant on the main dwelling.

All Councillors noted the following determinations made by MSDC relating to Beyton:

- 070223/18 DC/22/05291 Brook Farm, Beyton
MSDC: GRANTED BPC: Supported
- 070223/19 DC/22/06087 Land East of The Grange, Beyton
MSDC: GRANTED BPC: Supported
- 070223/20 DC/22/05940 (amended scheme DC/22/04396) Grange Hill Cottage, Tostock Road, Beyton
MSDC: GRANTED BPC: No comment
- 070223/21 All Councillors noted application DC/22/05929 Change of use of former public house to restaurant and hot food takeaway at The Bear Public House, Tostock Road IP30 9AG has been REFUSED by MSDC.
- 070223/22 All Councillors received confirmation of a live enforcement case relating to the removal of hedges and trees along Cangles Lane, Beyton; the issue being the new access this has provided; an application for planning permission has been requested by MSDC. JC confirmed there is another field along Cangles Lane which has had a large amount of hedging removed also.

Finance:

- 070223/23 All Councillors confirmed receipt of the finance report for the period ended 31 January 2023 prior to the meeting.
- 070223/24 **Bank Reconciliation:** AA, as a non-bank signatory confirmed the bank reconciliation as presented agree to the bank statements with cash available of £53,046.51; £52,945.85 in the Community account and £100.66 in the Premium account.
- 070223/25 **Budget to Actual:** All Councillors confirmed receipt of a budget to actual report and with no questions resolved to accept that as a true statement of the payments and receipts as at 31 January 2023.
- 070223/26 **Reserves:** AA confirmed the reserves account reconciles to the bank statement. All Councillors agreed with the reserves reconciliation noting the general reserve of £12,305.59 represents 53% of the annual precept and is in accordance with guidelines.

070223/27 **Receipts:** Councillors noted the receipt from MSDC of £250 as a Winter Warmth grant. TN confirmed this money cannot be transferred or gifted to another organisation who have set up such an initiative; all Councillors resolved to return this money to MSDC.

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	£
070223/28	Tina Newell	Salary, re-imbursements to include PAYE	582.00
070223/29	Precision Marketing	Beyton Village News artwork and printing	278.40
070223/30	Beyton & Hessel PCC	Hall hire	165.00

070223/31 A member of public confirmed he has a pair of cast ends for the last bench and he has very generously gifted these; work to complete the refurbishment of the bench can now begin.

070223/32 All Councillors noted MSDC's confirmation of receipt of Beyton Parish Council's Precept upon the Charging Authority with a precept for 2023/24 of £23,186.01 accepting it is to be paid in two instalments, 50% in April and 50% in September.

070223/33 TN apologised as the full reconciliation for CIL was not available; MSDC have different application numbers to those on the planning system and different amounts to those given at the January meeting. A full reconciliation will be emailed to all Councillors once the values have been confirmed.

070223/34 All Councillors considered a financial request from Beyton Village Association (BVA) to support an event to mark The Coronation of His Majesty The King; after much discussion all Councillors agreed to fund fifty commemorative mugs for gifting to children of the village at an approximate cost of £200.00 and to offer financial support up to a maximum of £1k if no other grants are forthcoming. TN will contact the District and County Councillors and request funding from their locality grants.

Governance:

- 070223/35 All Councillors received a review of the Internal Control Statement prior to the meeting and resolved to adopt this document.
- 070223/36 AA confirmed a full review of the risk assessments for the Clerk, financial management and the Vehicle Activated Sign has been undertaken. All Councillors thanked AA for her work and agreed to adopt the following risk assessments as reviewed:
- 070223/37 The Clerk
- 070223/38 Financial management
- 070223/39 Vehicle Activated Sign
- 070223/40 All Councillors agreed to adopt the risk assessment for Volunteers noting this was forwarded by the local District Council.
Following a full review by GJ and KM all Councillors agreed to adopt the reviewed policies and procedures:
- 070223/41 Safeguarding
- 070223/42 Internet banking
- 070223/43 Health and safety
- 070223/44 Equal opportunities
- 070223/45 Complaints
- 070223/46 Filming
- 070223/47 Co-option
- 070223/48 All Councillors confirmed receipt of, and resolved to accept the Internal Audit Plan.
- 070223/49 All Councillors agreed with the Clerks recommendation for the appointment of Trevor Brown as the Council's Internal Auditor for year ended 31 03 2023 at a cost of £249.00 plus a share in travel expenses providing neither payments or receipts exceed £50,000; if either exceed this it was agreed to pay the increase in charge to £292.00 plus a share of travel expenses.
- 070223/50 Councillors agreed for TN to send the letter of appointment to Trevor Brown.
- 070223/51 Councillors approved the date of 25 March 2023 as the date for the Parish Litter Pick and noted TN has requested litter bags from MSDC. It was agreed to

provide refreshments at a local hostelry up to the value of £130 as the remaining amount in the budget noting the last litter pick cost £121.90.

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

- 070223/52 **Beyton Environment Group:** MSDC have thermal Imaging cameras available for loan and agreed to defer this item until October agreeing it would be more sensible to use these as winter approaches.
- 070223/53 The village pond is now full of water; tasks still to complete include spreading the spoil once conditions are favourable and seeding this area and around the bus shelter. More hedging has been planted along various footpaths with thanks to CC PO for locality funding.
- 070223/54 All Councillors expressed thanks to the team of volunteers for giving up their time, for their hard work and dedication to the village.
- 070223/55 **Beyton Village News:** Councillors agreed to continue publishing a magazine bi-monthly and resolved to continue using Precision Marketing Group as the printers.
- 070223/56 **Community Speedwatch:** All Councillors noted the speed gun has now been returned freshly calibrated and agreed to defer discussion around traffic calming measures to the next meeting when it is hoped CC PO would remain in attendance (SCC being the Highway authority).
- 070223/57 **Neighbourhood Plan:** Councillors noted the Plan has now been submitted to the District Council.
- The Village Green:**
- 070223/58 Inspection report: JW has visited the site and confirmed all play equipment appeared to be in good working; Councillors noted the annual inspection of the play equipment took place in January 2023 and the report has been received; with no urgent recommendations the report will be considered in full at the next meeting.
- 070223/59 Purchase: The Ladies of the Manor have instructed a new solicitor who has advised them they are unable to sell the land and keep the manorial title. The land agents have suggested to The Ladies a 125 year lease whilst TN is

- awaiting correspondence from the Parish Councils solicitor to see if there is any way the land can be sold and for the title to remain with The Ladies
- 070223/60 **Ditches:** National Highways have confirmed they carry out weekly inspections of the culvert under the A14 towards Thurston and will confirm details of the cyclic maintenance after speaking with the drainage team.
- 070223/61 SCC have offered assurance that they are committed to legally formalising taking on future maintenance of the ditches in the Parish; this is with the legal team to set up legal ownership and boundaries.
- 070223/62 **Training:** It was agreed to defer this item to the next meeting noting online training is available free of charge via the British heart Foundations website.
- 070223/63 **Any other matters for information, to be noted or to be included on a future agenda:** bus service, Beyton Sixth Form hall hire and reconciliation of the Parish Green account.
- 070223/64 **Correspondence:** All correspondence had been addressed in the agenda.
- 070223/65 All present noted the date of the next Parish Council is 14 March 2023 at 7.30pm.
- 070223/66 The Chairman closed the meeting at 21.58hrs.