

# EASTON PARISH COUNCIL

## MINUTES OF PARISH COUNCIL MEETING Held on Monday 25<sup>TH</sup> January 2015 at 7.30pm at Easton & Letheringham Village Hall

Reports from District & County Councillors, Police, and questions from members of public: -

The Chair read out correspondence from PCSO 3034 Christian Hassler informing the Parish Council that Police Crime Reports have now been discontinued under the new remit of Suffolk Police. In future to find recorded crimes for villages in Suffolk these will be found on [www.police.uk/#search](http://www.police.uk/#search), and there will be no attendance at Parish Meetings.

Meeting opened at 7.35 pm

### 1 PRESENT

Cllr S Piggott – Chair  
Cllr A Thomas – Vice-Chair  
Cllr F Siddall  
Cllr S Parkinson  
Cllr B Gibbon  
Cllr A Hollins

### APOLOGIES

### 2 DECLARATION OF INTERESTS - None

### 3 CONSIDERATION OF ANY DISPENSATION REQUESTS – None

### 4 MINUTES OF MEETINGS 16.11.15 - To Approve & Sign

Council members agreed to Approve and Sign the minutes.

### 5 MATTERS TO REPORT FROM ACTIONS OF LAST MEETING

The Chair sent all the responses as agreed for the Planning Applications following the meeting on 16<sup>th</sup> November 2015 in to the Case Officer at SCDC by the agreed deadlines. The Chair sent the response agreed for the Site Allocation and Site Specific Local Plan Consultation by the deadline of 30<sup>th</sup> November, confirmation of this submission has been sent by SCDC.

The Chair tried to arrange a training date, and had to ask Cllr Siddall to take over the organisation of a date.

The Chair contacted Mr Smith and requested that he adjust the Car Park light, Mr Smith had made it known to the council at the last meeting that he held the Allen key to access the timer on the Car Park light, it appeared that this was why the light was not operating as needed.

The Chair met with Suffolk County Council Highways Officer to try to ascertain when the works on the village pavements would take place. Representatives from the various contracted out bodies involved also attended the meeting. The result of the meeting was to confirm the extent of the works and to make a date for January to complete the works, so that it avoided half term and kept disruption the tourist related business to a minimum, also, that the disruption for children accessing school, the school bus and playschool would be kept to a minimum. The meeting resolved that the timing of the works would be put to between 9am and 3pm.

The Chair requested that she receive the notices of the schedule of works and notice of the Diversion routes to be put in place, however none were sent out to her. The Chair has added the Community Speed Gun onto the Insurance Cover for the Parish Council.

The Chair has researched prices for a seat to be placed in the landscaped hedge circle . Burial of Phylis Shaw – On Friday 22<sup>nd</sup> January the Chair received notification of the death of Mrs Phylis Shaw from Buttons Funeral Director. The Funeral Director needed to ascertain the number of Mrs Shaw's pre-paid Burial plot. Due to the Chair's bereavement days earlier, it was not possible for her to find the time to understand the records. Because of the importance and urgency to provide the information and administration for the Funeral Director and to allow a smooth and timely burial for Mrs Shaw the Chair contacted Carol Rook who has good knowledge of the administration of the cemetery, Carol Rook very kindly offered to administer the burial of Mrs Shaw due to the urgency necessary.

**6 FINANCE - Financial Statement – To Approve**

Council agreed to approve the Financial Statement.

Council agreed that Section 137– Donations must be decided at the next meeting. Charities that have approached the Council and any others will be considered when making a decision.

**7 BUDGET 2016/2017 AND PRECEPT REQUIREMENT**

Council considered the Budget and Precept requirement and agreed on the Budget, the Precept is to remain at £7,000 for year ending March 2017. All Quotes for Grass maintenance for the Cemetery, Play Area and Village will be considered at the next meeting so that an appointment can be made. Cllr Siddall and Cllr Thomas will arrange for two further contractors to submit quotes. **FS & AT**

**8 PLANNING – None**

**9 PLAYAREA – Cllr Siddall**

SCL have been instructed to carry out maintenance over the winter months to ensure grass and vegetation is kept under control. Council agreed to concentrate on maintaining a level surface for the Play Area by close management and grass cutting over the coming year and to then review. The actions following the ROSPA inspection will be reported at the next meeting.

**FS**

**10 CEMETERY**

The Chair reported that there was a need for two Burial Registers to manage Burials in the Cemetery. Council agreed to purchase two registers, the total cost will be £369. Notification for the cremation of Gladys Crumb has been received.

**SP**

**11 COUNCILLOR TRAINING**

The New Councillor Training will take place on Feb 25<sup>th</sup> at 7.15pm at the Hamilton Room, Easton Farm Park. Letheringham and Charsfield Parish Councils will be invited.

**FS & SP**

**12 DE-FIBRILATOR EVENT- VILLAGE HALL**

Cllr Gibbon reported that he had approached the Sunday Café to suggest holding the presentation and demonstration of the De-Fibrilator equipment, but it did not appear to be practical. Council agreed to consider other opportunities.

**13 EMERGENCY PLANNING**

Council considered the importance of appointing an Emergency Planning Co-Ordinator, Cllr Gibbon agreed to take on the role, the Chair will guide Cllr Gibbon so that he is registered with SCDC.

**SP & BG**

**8.20pm - District Councillor Carol Poulter arrived-Meeting closed to receive Dist Cllr Poulter's report.**

**8.35pm - Meeting re-opened**

**14 FOOTPATHS**

Cllr Hollins reported that there were trees leaning close to the footpath near the Cricket Club, this has been reported to SCC who were following up and writing to the land owners.

**15 CLERK VACANCY**

An application has been received for the post of Clerk, the Chair has forwarded the completed application form to all members. LCPAS advise that the Chair and Vice Chair meet informally with a view to moving forward to interview. LCPAS will provide the process requirements. The Chair will arrange an informal meeting with the applicant.

**SP & AT**

**16 INVITATION TO JOIN QUEENS BIRTHDAY BEACONS**

Council considered the invitation to join the Queens 90<sup>th</sup> Birthday Beacon event which will take place on April 21<sup>st</sup>. The Queens Pageant Master will register all public Beacon events and these will be officially recorded in the commemorative beacon registers. Council agreed to purchase a Beacon and create a community event.

**17 CORRESPONDENCE**

SCDC has forwarded acknowledgement of the submission of response to the recent Core Strategy- Site Allocations & Site Specific consultation. Correspondence outlining new amendments to the Housing and Planning Bill to allow greater recognition to Parish Council responses was agreed for support.

**18 ITEMS FOR NEXT AGENDA**

- CAR PARK LIGHT – Council to consider holding the key necessary to access the timing equipment for the light.
- CEMETERY SEAT TO PLACE WITHIN HEDGE CIRCLE QUIET AREA
- Council to agree on design of seat

**19 DATE OF NEXT MEETING**

Monday 21<sup>st</sup> March 2016 – 7.30pm

Meeting closed 9 pm

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Chair

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Date