

EASTON PARISH COUNCIL

Minutes of the Meeting held at Easton and Letheringham Village Hall at 7:15pm
on Tuesday 12th March 2013.

<p>Present: Cllr J Owen (Chair) Cllr T Smith (Vice Chair) Cllr M Coney Cllr B Gibbon Cllr J McEvoy Cllr J Kerr</p>	<p>In Attendance: Mrs E Brown (<i>Clerk</i>) County Cllr P Bellfield (<i>for part of the meeting</i>) PCSO C Hassler (<i>for part of the meeting</i>)</p>	<p>Apologies Cllr B Boon <i>District Cllr Snell</i></p>
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<p>EPC026/13 To Receive Apologies Apologies received from Cllr Boon. <i>Later apologies were received from District Cllr Snell.</i></p>	
<p>EPC027/13 Declarations of Interest None were declared at the beginning of the meeting. During agenda item 10a (Bowls Club) Cllr Kerr declared a non-pecuniary interest as he is the President of the Bowls Club.</p>	
<p>EPC028/13 Dispensation Applications The Clerk had not received any Dispensation Applications before the meeting commenced.</p>	
<p>EPC029/13 To Approve the minutes of the meeting held on 8th January 2013 The minutes were approved and signed as a true record. Proposer Cllr Gibbon, Seconder Cllr Coney.</p>	
<p>EPC030/13 County Cllr Peter Bellfield.</p> <ol style="list-style-type: none"> 1. Council Tax - The County element will not increase in the next 4 years if the leader is re-elected in May. 2. Schools - The final area around Stowmarket to change from a 3 tier to a 2 tier system will go ahead. Over 97% of the 7,427 individuals applying for secondary school places got their 1st choice. 3. Business in Suffolk is being promoted via http://www.investinsuffolk.com/ 4. SCC have purchased 20 vehicle activated speed signs for the police to use. 5. The Suffolk Fire service merger with Cambridgeshire Fire Service will NOT be occurring. However some services will continue to be shared. 6. Offshore Wind Farm, laying cables through the County. Constuction (and therefore extra traffic) will take 44 weeks. The planned route is Bawdsy, Bealings, Playford, Tuddenham. 7. Northern Ipswich Development Scheme, highways infrastructure is currently lacking so there will be a detrimental effect on villages nearby. 8. Sizewell C, SCC is trying to ensure that parishes West of the A12 will have minimal impact. Workers commuting to the site along unsuitable roads is an issue (eg B1078). Either Woodbridge or Wickham Market will be the site for the car Park and Ride. SCC would like the lorry site to be near the A14. It is thought that it will be about 4-5 years before final decisions are taken about Sizewell C. 9. Easton Village Hall Footway, Cllr Bellfield will consider putting some of his Quality of Life Budget into improving the path however at present he is unable to ascertain how much he has left for this financial year. 10. Bowls Club Cllr Bellfield has put £1,700 from his Locality Budget into the Bowls Club Pavilion Extension Project. 11. May Election - Peter Bellfield is standing for re-election in May. No part of 	

<p>this election is paid for by Parish Councils.</p>	
<p><i>PCSO C Hassler arrived whilst County Cllr Bellfield was speaking.</i></p>	
<p>EPC031/13 PCSO Christian Hassler (see attached report)</p> <ol style="list-style-type: none"> 1. There have been 2 reported crimes in the parish of Easton from 08/01/13 – 12/03/13. <ol style="list-style-type: none"> i) A wheelie bin theft, Cllr Owen informed the meeting that he thought that the wheelie bin had been returned to the wrong house by the refuse collectors. PCSO Hassler to check and amend the Crime report if necessary. ii) The theft of 14 laptops from the school. PCSO Hassler felt that as the laptops were all security marked that they would turn up again at some point. <p>Council questioned PCSO Hassler regarding the fact that although 2 residents rang 999 due to the alarm going off at the school. The Police did not attend and contacted the Key holder instead who it is believed reported the crime once they had got to the school. PCSO Hassler informed Council that Police Policy is to contact Key holders when alarms are reported however if the police had been informed of suspicious activity around the site then they would have attended. Residents are encouraged to be vigilant and either report suspicious activity or to safely investigate further.</p>	
<p><i>County Cllr Bellfield and PCSO Hassler left the meeting</i></p>	
<p>EPC032/13 Clerk's Report on Matters Arising The Clerk reported on actions taken and matters arising.</p> <ol style="list-style-type: none"> 1. Village Sign - Clerk to continue liaising with Aaron Nobbs regarding the socket cover. Cllr Smith to deal with the area around the base of the sign. 2. Play Area, Sign and Litter Bin – Cllr Owen informed the meeting that he has the sign and the litter bin is on order. He will arrange positioning of the sign and litter bin in due course. 3. Village Hall Footway - covered by County Cllr Bellfield (<i>see above</i>) 4. Dog Fouling - Council agreed to the sending the draft letter to residents with minor alterations. There followed discussion about the number and location of dog bins in the village. Cllr Owen to contact SCS Ltd. to discuss where bins can be sited and the regulations regarding whether it is acceptable for dog waste outside the 30mph area to be left in situ by the dog owners/walkers. 	<p>Clerk Cllr Smith Cllr Owen</p> <p>Cllr Owen</p>
<p>EPC033/13 Finance (See attached reports)</p> <ol style="list-style-type: none"> 1. Clerk's Finance Report - The Clerk reported on the Council's current financial position and movements since the last meeting. It was reported that the balance of accounts on 8th March 2013 was £12,915.05. 2. Authorisation of payments – Decision - Payments totalling £411.82 were authorised. 3. Internal Auditor – Decision - Heelis and Lodge to be appointed as internal auditor for the 2012-2013 accounts. Proposer Cllr Owen, Seconder Cllr McEvoy. Decision - A professional internal audit company to be used every 3 years. Proposer Cllr Owen, Seconder Cllr Kerr. 4. Financial Risk Assessment – Clerk requested that the financial risk assessment form provided by BDO be looked at by the Clerk with another Cllr to verify that risks are being mitigated. Cllr Coney to meet with the Clerk. 	<p>Clerk + Cllr Coney</p>
<p>EPC034/13 Planning Matters</p> <ol style="list-style-type: none"> 1. Council discussed planning application C13/0203: from Easton Bowls Club. A proposed extension to the club pavilion and erection of implement store. The Council chose to support the application. Clerk to send response to SCDC planning department. 2. The clerk informed the Council that planning application C12/2346, Extension at 2 school lane had been approved. Clerk informed the meeting that she had been contacted by residents regarding work that had commenced at Downton Cottage. She had spoken to SCDC planning department who will investigate as they did not believe that they had received, nor approved details that were 	

<p>required under the conditions set when the application had been granted. 3. There were no new planning applications.</p>	
<p>EPC035/13 Bowls Club The Bowls Club have requested a letter showing the Councils support in order to assist them in obtaining funding for their current project. Decision – Council agreed to write a letter of support to the Bowls club for them to use when applying for other funding regarding the pavilion extension at the Club. There was some discussion regarding whether the Council should make a one-off financial donation to the club as this may set a precedent for other interest groups in the village to also seek money from the parish council. Decision – As the Bowls Club is open to all residents, it is improving facilities at the club (rather than requiring money to sustain the running of the club) and is providing the school with bowls experience on Fridays that a one-off donation of £150 would be appropriate. Clerk to inform Bowls Club. Cllr Kerr suggested that a letter Showing the Council's support for the project be sent to District Cllr Snell, this was agreed.</p>	<p>Clerk Clerk Clerk</p>
<p>EPC036/13 Youth Bus Clerk informed the meeting that adverts will be in local parish magazines and on village notice boards about the Youth Bus. Clerk will arrange for flyers to go to year 6 pupils in the local schools. Council discussed how the bus would be continued to be funded. Decision – After 3-4 sessions the parents of bus users to be approached to take over sourcing future funding for the bus. Cllr Coney to liaise with parents as he has some forms to try and obtain further funding however they would need to be sent in the next financial year.</p>	<p>Clerk Cllr Coney</p>
<p>EPC037/13Car Park Cllr Owen has been dealing with this, obtained quotes and has now negotiated a payment of £2,545.00 from the insurance company for the council to spend on repairing the car park. Decision – Council to contract PA Moyse to carry out repair work as per quote, the cost of this equalling that agreed by the insurance company. Cllr Owen to liaise with contractors once money has been received. Council discussed whether more work should be done on the car park at the same time as the repair. Decision - Council decided to wait and see how the repairs lasted before deciding to spend more money on the car park. It was felt that to spray hot tar and apply looses chippings over the whole area would probably not be suitable due to the quality of the current car park surface/base level.</p>	<p>Cllr Owen</p>
<p>EPC038/13 Highways (<i>meeting notes attached</i>) Cllr Owen met with PCSO Hassler, Tony Buckingham (SCC Highways) and a School representative to discuss highways issues near the school. Council felt that should a site near the school be developed for housing then a condition of the planning application should be to provide a car park for the parents of the school and the school bus. Cllr Owen continued to meet with Tony Buckingham regarding other issues in the village. Following discussion at the Council meeting decisions were made. Decision – At Pound Corner Clerk to write requesting SLOW to be marked on the carriage way free of charge. Decision - In order to protect the new verge and footpath outside the play area Clerk to ask for permission to erect posts and obtain the exact specification. Following Tony Buckingham's suggestion Clerk to also ask for permission to erect an horizontal bar (and its specification) at the end of the footpath leading to the play area. This was felt to be of greater priority than the vertical posts. Council were made aware that the costs of these improvements would not be met by SCC Highways Dept. Cllr Owen to obtain details of SCC approved contractors and ask for quotes. Cllr Owen also reported that the collapsed foot path outside 'Off Stump' has now been repaired.</p>	<p>Clerk Clerk Cllr Owen</p>
<p>EPC039/13 SCDC Core Strategy Main Modifications Consultation Decision – Council did not have any comments and will not respond to the consultation.</p>	

<p>EPC040/13 Role of Easton Parish Council Cllr Kerr opened the discussion. He felt that Parish Councils have extensive powers and should use them to maintain and improve their parishes. The Council is responsible for many assets in Easton e.g. cemetery, car park, village green, play area and should support other village assets e.g. village hall, school, pre-school, play group, church, footpaths, river and sports groups. He felt that EPC should take an interest in 'macro' issues but focus on the village. One of the issues the Clerk faces is trying to decide which of the many email communications she should forward to the Council. Decision – Cllr Owen and Clerk to meet to make notes regarding what EPC currently do and what it should focus on. Cllr McEvoy reminded Council that email cannot be used to discuss issues as it prevents the public from participating.</p>	<p>Clerk + Cllr Owen</p>
<p>EPC041/13 Freedom of Information Act and the Parish Council Website. Cllr Smith has recently been on a training course regarding the website. He has implemented many recommended practices. Cllr Owen asked Cllr Smith to ensure that the website also published those things that the council are legally required to do so under the Model Publication Scheme 2008. Cllr Owen provided Cllr Smith with further written information</p>	<p>Cllr Smith</p>
<p>EPC042/13 Annual Parish Meeting. Clerk will produce a flyer informing the residents of the Annual Parish Meeting. Cllrs Owen, Coney, Smith and Gibbon will deliver. Cllr Gibbon will arrange for food and drink.</p>	<p>Cllrs Coney, Smith, Owen + Gibbon</p>
<p>EPC043/13 Clerk's Report on Urgent Decisions since the last meeting. Clerk reported that she had had a Freedom of Information request from Mr. J. Duggan regarding correspondence between the Council and Hopkins Homes she had complied with this as she is legally required to do.</p>	
<p>EPC044/13 Officer's and Representative's Reports None.</p>	
<p>EPC045/13 Correspondence</p> <ol style="list-style-type: none"> 1. Council received a letter of thanks from the Citizens Advice Bureau regarding the council's donation. 2. Council informed of grants from SCDC available for Community events this year. 3. Council informed of a Permitted Development Order by Easton Park Stud Ltd for the proposed erection of an agricultural building. SCDC Planning Department will inform council again if an application for planning permission is received. 4. Council decided not to respond to SALC's email regarding the impact of the reduced council tax base and grant scheme. 5. Council decided not to respond to SALC's LAIS Briefing regarding the Government's consultation on 'Streamlining the Planning Application Process'. 	
<p>PC046/13 Matters for the next meeting</p> <ol style="list-style-type: none"> 1. Review of the Role of Easton Parish Council 	
<p>EPC047/12 Date of next Meetings The date of the Annual Parish Meeting is Tuesday 16th April at 7:30pm The next Council meeting is on Tuesday 14th May at 7:15pm. This will be the Annual Easton Parish Council Meeting.</p>	
<p><i>Meeting closed at approx 9:10pm.</i></p>	
<p>Chairman: Date:</p>	