

EASTON PARISH COUNCIL

Minutes of the Meeting held at Easton and Letheringham Village Hall at 7:15pm
on Tuesday 4th March 2014.

Present: Cllr Owen (Chair) Cllr Gibbon Cllr Smith Cllr Boon Cllr Coney Cllr Kerr Cllr Hollins	In Attendance: Mrs E Brown (<i>Clerk</i>) John Lavery (<i>New Clerk</i>) PCSO Hassler 4 residents (for various parts of the meeting), 1 Gentleman of the Press	Apologies Cllr Snell
---------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------

EPC034/14 Chairman's Welcome The Chair welcomed everyone to the meeting.	
EPC035/14 Public Forum <ul style="list-style-type: none"> • No member of the Public wished to speak 	
EPC036/14 To Receive Apologies Cllr Snell sent apologies. Cllr Bellfield sent apologies via e-mail too late to be noted at the meeting	
EPC037/14 Declarations of Interest / Dispensation Applications <ul style="list-style-type: none"> • Cllr Kerr declared a pecuniary. Interest in Planning item DC/14/0137/VOC 	
EPC038/14 To Approve the minutes of the meeting held on 14th January 2014 The minutes were approved and signed as a true record-Proposer Cllr Smith, Seconder Cllr Boon. <i>Meeting adjourned for the District and County Cllr's Reports and Police Report.</i>	
EPC039/14 County Cllr Peter Bellfield No report Received	
EPC040/14 District Cllr Bob Snell (<i>see attached report</i>) Cllr Snell sent his report via e-mail covering the following topics:- <ul style="list-style-type: none"> • SCDC set a balanced budget for 2014/15 at £12.1million – a net reduction of just over half a million on 2013/14 and once again with no borrowings. Council Tax frozen for 4th year running. • Core Strategy: A High Court judge has dismissed NANT's (No Adastral New Town) legal action against Suffolk Coastal District Council's Core Strategy. They were also refused leave to appeal. • Boundary Review Consultations: The consultation is open to anyone who wants to have their say on new Council wards, ward boundaries and ward names across the district. • Community Enabling Budgets: A reminder to Councillors about this funding stream. Community Projects that stimulate new community activity must be consistent with the Council's Business Plan and Localism Strategy and cannot be used to support existing services. 	
EPC041/14 PCSO Christian Hassler reported CRIME UPDATE There have been 2 reported crimes from 1st January 2014 to 28th February 2014 1 x Domestic assault 1 x Fraud The next SNT public priority setting meeting will be held at Saxmundham Market Hall on the 9th of April 2014 at 2pm. All are welcome to attend.	
EPC042/14 Clerk's Report on Matters Arising from the Minutes. Bollards: Cllr Owen has encountered difficulties in obtaining any quotes for the correct specification. Council agreed he should continue to try to obtain quotes. Mobile Police station: PCSO Hassler was going to e-mail dates. It will be on a week day at about 11 am for up to 2 hours. Clerk to chase re this.	Cllr Owen Clerk

<p>Village Assets to be re-valued for insurance purposes: The retiring Clerk hasn't been able to look into the replacement costs of the village assets. This task has now been passed to the new clerk.</p> <p>Cemetery Maintenance: Cllr Boon has been working to find 3 volunteers to cut hedges, brambles etc. at the Cemetery. He continues to look for more volunteers.</p> <p>Litter Pick: Clare Owen is organising this. There has been a weak response to the work required in Hatcheson Lane, crane Hill and Kettleborough Road. Cllr Boon may be able to help here.</p>	<p>Clerk</p> <p>Cllr Boon.</p>
<p>EPC043/14 Finance</p> <ol style="list-style-type: none"> 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 after the meeting of 4th March will be £14,881-20 Authorisation of payments – Decision - Payments totalling £231-79 in respect of the Clerk's pay were authorised. Proposer Cllr Smith Seconder Cllr Owen. To Consider the Appointment of the Internal Auditor – The Council have decided to alternate between Heelis & Lodge, a local Company and a resident of Easton each year. This year it will be the local option. Cllr Owen will ask Ackland Snow to take on this work. Risk Assessment: The outgoing Clerk confirmed that the risk assessment for '13 – '14 was completed in July '13. The assessment for '14 – '15 must be completed by the March 2015 meeting. Update on Youth Bus Funding: Cllr Coney is drafting a letter that can be sent from the Clerk or Chair to SCDC. 	<p>Clerk</p> <p>Cllr Coney</p>
<p>EPC044/14 Planning Matters</p> <p>Council considered 5 planning applications.</p> <ol style="list-style-type: none"> <u>DC/13/3477/FUL – 3 Verandah Cottages, The Street.</u> – Erection of a single storey rear extension, retention of rear/side fence & erection of rear boundary fence. Supported <u>DC/14/0373/FUL -1 &2 Lowbarn Cottages</u> – retrospective application regarding alteration of Boundary walls, fences and access between the properties. Supported <p>The following decisions were received:-</p> <ul style="list-style-type: none"> <u>DC/13/2342/FUL – The Old Kennels, Framlingham Rd.</u> – Conversion of kennels to form replacement of previous dwelling destroyed by fire. Decision subject to conditions imposed by SCDC being observed. <u>DC/13/2155/FUL – Martly Hall</u> – Agricultural Storage. This application has been withdrawn. <p>Other Planning</p> <p>Cllr Kerr absented himself due to a pecuniary interest.</p> <p>The applicant of planning application <u>DC/14/0137/VOC - Easton Grange</u> has amended his application regarding opening hours and days following Councils decision to recommend refusal at their planning meetin24th February. The amendment was discussed and Council unanimously decided again to recommend refusal. Council did agree to alter their variation to condition 9 and extended the trial period to 2 years rather than one.</p>	<p>Clerk</p> <p>Clerk</p>
<p>EPC045/14 Cemetery</p> <ul style="list-style-type: none"> <u>To consider the maintenance of the cemetery records, their security and who should complete them.</u> – A debate ensued about who might be able to do the job locally. However after some thought it became clear that because of legal issues and the level of responsibility involved it would not be appropriate for a Volunteer to do this work. It will therefore devolve to the Clerk who will need to go on the appropriate course. <u>To consider how to update cemetery paperwork.</u> – The clerk reported that the records aren't fully compliant with legal requirements. Once the Clerk has attended the cemetery management course he will have to ensure that future records are in order. <u>To consider allowing 2 non residents to purchase a plot in Easton Cemetery.</u> – Council agreed to the request as the applicants are the Son and Daughter –in-Law of a long standing-resident). 	<p>Clerk</p> <p>Clerk</p>
<p>EPC046/14 Highways, EASTon Campaign.</p> <p>Actions arising from the earlier EASTon meeting tonight prior to the Council meeting.</p> <ul style="list-style-type: none"> <u>Decision regarding adding Chevrons and an advisory 20 mph limit on Pound Corner to reduce danger</u> – Agreed (majority) Clerk to write to Highways to ascertain cost. Cllr Bellfield to be approached for financial support if necessary. 	<p>Clerk</p>

<ul style="list-style-type: none"> • <u>Consider introduction of 20 mph zone</u> – Two letters from the Public were received re this issue: one firmly in favour and one firmly against! David Chinnery at the earlier meeting had informed everyone that Easton could have a trial assessment to see if the Village was eligible for a 20 mph limit. Despite some opposition to the 20 mph limit the Council agreed the option of an assessment. • <u>Temporary Vehicle Activated Sign</u> – To go on the next meeting's agenda. • <u>Community Speedwatch Group</u> – To go on next meeting's agenda. More information about this initiative is being obtained from another local Parish Council 	<p>Clerk</p> <p>Clerk</p>
<p>EPC047/14 Annual Parish Meeting – Discuss preparations.</p> <ul style="list-style-type: none"> • Cllr Owen to prepare agenda from Previous year. Clerk has sent initial email to District and County Cllrs and Local group Coordinators informing them of the APM date and time. New Clerk to forward them the agenda in due course. • Outgoing Clerk has already sent out the invitations W.I have replied. The replies are being recorded on a sheet that the new clerk is looking after. • Cllr Gibbon will purchase alcoholic refreshments for the event. Cllr Owen will purchase any that is excess to requirements. 	<p>Cllr Owen</p> <p>Both Clerks</p>
<p>EPC048/14 Standing Orders & Financial regulations</p> <ul style="list-style-type: none"> • <u>To consider adopting the Standing Orders revised by Cllr Owen</u> – Proposer Cllr Smith, Seconded by Cllr Boon. Standing Orders were adopted. Cllr Owen and the Clerk will liaise to further revise to the legally required sections only. • <u>To review the financial regulations</u> – Decision – is to adopt the NALC financial regulations. 	<p>Clerk</p>
<p>EPC049/14 Emergency Policy Review</p> <ul style="list-style-type: none"> • <u>To Review the list of Vulnerable people</u> – This is currently out of date, with many people included who are deceased. Cllr Owen offered to speak to Jane Pollock who could hopefully help to identify a realistic current list. • <u>To Consider publishing the emergency policy on the website.</u> – Cllrs Smith and Gibbon will check the current plan and ensure it's fit for purpose first. 	
<p>EPC050/14 Play Area</p> <ul style="list-style-type: none"> • <u>To receive the annual inspection report</u> – Received. Cllr Gibbon pointed out that following the wet weather there has been some Algae build up on wooden surfaces making them slippery. This area need pressure washing. After some discussion it was decided that Cllr Kerr would ask the hunt kennels if they have a pressure washer that the PC could borrow. Council to consider a sign and/or spring to encourage the play area gate to be kept closed. 	<p>Cllr Kerr</p>
<p>EPC051/14 Information circulated to Cllrs.</p> <ul style="list-style-type: none"> • <u>To Discuss the quantity & quality of information circulated by the clerk</u> – It was agreed that Cllr Owen and the new Clerk would discuss what information could be reduced while maintaining the Council's role fully. 	<p>Clerk</p>
<p>EPC052/14 Clerk's Report on Urgent Decisions since the last meeting</p> <ul style="list-style-type: none"> • SCS Ltd have been informed of the replacement footpath sign and may reinstate the dog bin. • Dog fouling in the Village – There have been some complaints from villagers that the Hunt are not obeying the law relating to Dog Fouling. They are clearing up after the pack has gone though the village. The law requires that fouling is collected 'forthwith'. Cllr Owen has already spoken to the Hunt Chair re this matter. PC to send formal letter pointing out the relevant Law. SCDC are already aware of this issue. 	<p>Clerk</p>
<p>EPC053/14 Officer's and Representative's Reports</p> <ul style="list-style-type: none"> • There weren't any reports 	
<p>EPC053/14 Correspondence (for information)</p> <ul style="list-style-type: none"> • Electoral Review of Suffolk Coastal – the Local Government Boundary Commission are consulting on their draft recommendations - • Framlingham Town Council – Neighbourhood plan resident's survey • UK Power Networks – January 2014 Newsletter (on village website) • SCDC Enabling Communities Strategy Launch event. (Cllr Owen to attend) 	

