

EASTON PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING Held on Monday 16th November 2015 at 7.00pm at Easton & Letheringham Village Hall

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

7 members of public

Police Report and Safer Neighbourhood Team Meeting Report submitted by Mrs C Burgoyne were both read out by the Chair. See Attached.

Meeting opened at 7.15 pm

Councillors agreed for Item 18 to be under confidential session

1 PRESENT

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

APOLOGIES

Cllr M Coney

2 DECLARATION OF INTERESTS

3 CONSIDERATION OF ANY DISPENSATION REQUESTS - None

4 MINUTES OF MEETING 28.9.15

Council members considered the minutes and agreed to approve following corrections to item 14.

5 MATTERS TO REPORT FROM ACTIONS OF LAST MEETING

The Chair spoke to BDO following a communication from them re the Yr end audit for March 2015, there was no opportunity to ask SALC to prepare the accounts to be accepted for External audit. BDO explained that when they become aware of non-compliance there are no further actions regarding scrutiny, the action that results is to place a Qualified Audit report for the offending council which records the non-compliance.

The result for Easton Parish Council is that BDO have placed on record a Qualified Audit for year ending March 2015 for non-compliance, namely.

- (i) Failure to ensure an effective system of internal control
- (ii) Failure to undertake and Minute Risk Assessment
- (iii) Failure to ensure compliance with relevant laws and regulations
- (iv) Failure to allow the electorate to exercise their statutory rights

- (v) Failure to maintain an adequate and effective system of internal and external audit
- (vi) Failure to prepare accounts in accordance with the requirements
- (vii) Holding too high a total of funds, - a PC should only ever hold a maximum of twice the precept, ie the precept which must total the amount budgeted for plus the same amount again assigned to reserves

The Parish Council must now sign and submit the External Year End Audit Forms to confirm the status set before BDO and from which the Qualified Audit resulted, this is to happen under item 6 Finance.

The Chair met with SCL, Susan Stone was unable to make the meeting but provided the plan showing the wild flower areas which was handed to SCL. The Chair discussed the requirements of the Cemetery to ensure good management and agreed that SCL quote for the necessary works for this year and to confirm prices for end of March 2016 to end of March 2017. The works that were deemed essential were grass cutting and strimming on a regular basis, hedge and shrub trimming twice a year.

The Chair received the ROSPA report following the inspection of the Play Area and forwarded the report on to all Councillors, the results of the report and actions required to be discussed under Item 11.

The Chair placed an advertisement in local parish newsletter and has received one enquiry and request for application form, the Chair has responded and sent an application form, job description, and person specification.

6 FINANCE

6.1 Council agreed to approve the Financial Statement

6.2 Council agreed to sign and approve the External Audit and Governance in accordance with instructions from BDO.

7 PLANNING

C12/0693/FUL-Variation of conditions-Land South of Old Kennels

Councillors agreed that the matters regarding this notification were legal technicalities that were between the applicant and SCDC. The response agreed that the Parish Council supports the legal decisions put forward by SCDC.

DC/15/3680/PN3-Conversion of agricultural barns to 2 dwellings- Home Farm
Councillors considered the proposal.

7.25pm Late Arrival Cllr F Siddall

Councillors requested that due to Pecuniary Interests that Cllr Siddall leave the room whilst this planning application was being considered.

Cllr Siddall left the room

During the week preceding the meeting the Applicant had contacted the Chair to arrange a site visit for the Chair and any Councillors that could attend. The Chair had explained that to consider the application with impartiality a site visit was not appropriate or necessary. The Parish Council expects to ask any questions of an Applicant when in attendance at the meeting at which responses are considered and decided. This also avoids individual Councillor comments made at site meetings as being taken and quoted as that of the whole council.

Council considered the Application which complies within the permitted development rights for Agricultural buildings. Council unanimously agreed to Support this application, and felt that the improvements to the site would be very welcome.

Cllr Siddall returned to the room

DC/15/3900/FUL-Extend roof overhang to gable south elevation- Hares Leap Council considered the Application and agreed to Support this application.

7.35pm Late Arrival Cllr B Gibbon

DC/15/4190/VOC-Variation of Condition 8 C/12/1997/FUL-Kings Lodge Council considered the Application. The Variation represents persistent variations on the original application for a Cart Lodge. The accommodation and space for and to manoeuvre vehicles to ensure off street parking would be compromised by this proposed variation. Council members agreed to Object to this application.

The SCDC Case Officer had granted an extension on the deadline dates for responses for C12/0693/FUL, DC/15/3680/PN3, DC/15/3900/FU; the responses to be submitted on 17th November accordingly. **SP**

8 POLICIES

Council members all agreed to ratify the following Policies: Risk Assessment, Financial Regulations and Standing Orders.

9 SITE ALLOCATION AND SITE SPECIFIC–CORE STRATEGY LOCAL PLAN CONSULTATION

Councillors agreed to the changes to the Local Plan detail for Easton which are

- Inclusion of all Historic Parks regardless of whether logged by English Heritage to emphasis their importance to include Easton.
- The removal of site 672a from the SHLAA deliverable housing list
- The proposal of an additional site for Protected from Development (Hunt Kennels and Village Hall).
- The adjusted Physical boundary.
- Conservation area boundaries are to be reviewed

Council agreed that the reference within the SHLAA sites table showing that 672a is removed as deliverable had reference to Sustainability which is incorrect and that notice of this error must be given. The site fails to meet many of the criteria list set in the policy.

The response will be submitted and within the consultation deadline of 30th November 2015. **SP**

10 SPEEDWATCH

Cllr Parkinson reported that to the end of November that 16 sessions have taken place. 1,200 vehicles have been monitored with 3 travelling over 35 mph these were followed up by the police. There will be a winter break to the initiative. More members of the community are needed to become part of the team. There have been no reported

accidents within the duration of the SpeedWatch initiative. Cllr Parkinson Proposed a Thank you to Mrs Jenny McAvoy for organising the initiative, Cllr Piggott Seconded and all councillors agreed. The Chair explained that it appeared that the Speed Gun equipment had not been added to the Insurance cover and that this should now be done, councillors all agreed. **SP**

11 PLAYAREA

The Chair explained that all members were in receipt of the electronic ROSPA report that she had sent on following the inspection of the Play Area site. Councillors agreed that the points that needed action should take place. Cllr Siddall will arrange for quotes to address the two points of maintenance those being replacement of one of the Tower legs and adjusting the swing on the outer arm of the unit. **FS**

The report commented on the danger of the picnic table which had been placed alongside the Tower. Councillors agreed that the options for action were to permanently fix the table to its site to prevent it being moved or moving the table to outside the boundary of the Play Area. Councillors agreed to move the table to outside the boundary of the Play Area and reassess if necessary.

Councillors considered the quotes for grass cutting and management and agreed that SCL be asked to carry out the one off to the Football area, cutting the hedge, rolling and cutting and removing weeded areas, and maintaining the grass cutting and strimming monthly as needed, until the end of March and financial year. Further quotes for the works must be considered to ensure appointment from March 31st 2016. **FS**

12 CEMETERY

Cllr Thomas reported that he had met with Mr N Wright, who wishes to continue to cut grass and hedges of certain areas within the Cemetery. A diagram showing the areas that Mr Wright wished to cut was shown and councillors agreed to Mr Wright continuing.

Council agreed to instruct SCL to cut and trim the majority of the Cemetery grass cutting and to cut and maintain the hedges on the long sides of the site.

The Chair explained that the landscaped hedge circle would benefit from a seat being placed within it since it appears to be purposefully landscaped for one. Council agreed to placing a seat the Chair will source pricing before the next meeting. **SP**

13 COUNCILLOR TRAINING

Councillors agreed to try to find acceptable dates for the whole council to attend. **SP**

14 CAR PARK

The Chair explained that she had been notified that the light was not working properly in the Car Park. The Chair explained that the light due to its structure and height is costly to access, that it might be a time to consider replacing the light for something that is easier and less costly to maintain. Quotes to replace with lower lighting post/s could be obtained, should this be a project worth considering.

Council agreed to ask Mr T Smith to investigate should he find the key that he holds to access the existing lamppost and adjust the timer which could rectify the problems.

15 DE-FIBRILLATOR EVENT

Council agreed to arrange an event at the Village Hall to improve awareness of the De-Fibrillator sited at the Farm Park. In accordance with Gov Act 1972-Provision of Public Information, the Parish Council can provide this event. Cllr Gibbon will liaise with the trainer/presenter to arrange a demonstration at the event.

BG

The Chair suggested that laminated map notices giving the position of the De-Fibrillator at the Farm Park would be helpful. Cllr Siddall agreed to organise these.

FS

16 HIGHWAYS

The Chair reported that the scheduled upgrading of the pavements in the village had not started as expected which was the day of the meeting. The Chair will pursue SCC Highways to understand what has prevented the works starting as expected.

SP

The Chair had contacted SCC Highways to understand the process following concerns about the safety of the flint wall running from the car park. SCC Highways explained that it is their responsibility and that they will inspect the wall and follow up with the landowner should it be deemed unsafe and putting footpath users at risk. There are therefore no actions that the Parish Council need to consider.

17 CORRESPONDENCE- None

Meeting closed for confidential session

18 TO RECEIVE LEGAL ADVICE REGARDING DISPUTE

Confidential session closed meeting opened

Following the legal advice Council agreed to send the correspondence as advised.

19 ITEMS FOR NEXT AGENDA

7.30pm start
Emergency Planning
Budget and Precept 2016/17 requirement
Footpaths

20 DATE OF NEXT MEETING

January 25th 2016 - To be confirmed.

Meeting closed 9.15pm

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Chair

.....
Date

Draft Minutes

SNT–Saxmundham & Framlingham Community Forum – 14th October 2015

This report is given by Christine Burgoyne who attended the meeting.

Present: PC Burt, 2 PCSO's and 6 members of public

The meeting was held under the uncertainty of there being further meetings due to the Suffolk Constabulary projected cuts in funding for staff.

The points covered were:

PARKING ON FOOTPATHS

This is not illegal unless buggies and wheelchairs are unable to pass. If there is an obstruction - Report on 101.

ANTI-SOCIAL BEHAVIOUR IN SAXMUNDHAM

The problems no longer exist

SPEEDING IN SNAPE

Several motorists have been prosecuted. The new flashing signs have helped and it is considered that this is no longer a priority.

OVERHANGING TREE – YOXFORD

This is not a police matter, SCC Highways should be contacted.

SPEEDING AGRICULTURAL VEHICLES

The offenders can be caught on speed camera's and should be reported. 20mph is the maximum for agricultural vehicles and if over 6' 6" wide must be escorted with flashing lights.

YOXFORD

Speeding on the B1122 is a problem, at present there is not a suitable site to place a Police Speed Van.

ACTION

- Speed Cam on B1122
- Saxmundham -Monitor parking on zig-zag road markings and around the schools and market place
- Framlingham – Parking problems at New Street junction near Primary School



SAXMUNDHAM AND FRAMLINGHAM **SAFER NEIGHBOURHOOD TEAM**

Police station, Station approach, Saxmundham
&
Police station, Saxmundham road, Framlingham.

EASTON COUNCIL POLICE REPORT

Date 16/11/2015

This report has been prepared by
PCSO 3034 HASSLER based at Framlingham Safer Neighbourhood Team.

CRIME UPDATE

There has been 3 reported crimes from
1st of May 2015 through to 18th of October 2015.

2 x Theft – Other 03/07/2015 and 04/08/2015 theft of mobile phone x2 (Not related)

1 x Theft – Motor Vehicle 19/07/2015 (vehicle recovered by police in a neighbouring village)

In recent weeks Suffolk Constabulary has changed its crime recording and management system, this initially has made it very difficult to research recorded crime accurately for the parishes. Not wishing to supply inaccurate or misleading statistics

I have completed the report up to the 18th as the system changeover was from the 19th of October 2015 and will incorporate the rest of Octobers figures into the next Parish report.

Should there be any recorded crime that the parish council need to be informed of urgently then of course I will contact you with it.

NEW !!!!

Police Connect

For those of you that haven't signed up for the New Police Connect yet, please don't forget about it!

This is replacing Police Direct.

The service is free, easy to use and is proving to be a very valuable policing tool. The service doesn't just assist us it also benefits you. You will receive regular updates either via text, email or landline letting you know what is happening in your area.

Leaflets are available at all police stations or visit our website.

suffolk.police.uk/policeconnect

CONTACTING THE POLICE

YOUR LOCAL OFFICERS ARE:

**PC 1410 BURT
PCSO 3034 HASSLER
PCSO 3051 MANN
PCSO 3195 HINTON**

In an emergency always dial 999

To report a crime, speak to your local officers or leave a message, please dial **101**

Any member of the team can be contacted at
FRAMLINGHAM.SNT@SUFFOLK.PNN.POLICE.UK

Check the website www.suffolk.police.uk for our engagements.

Our website as detailed below also has an email link to contact us.

Please also have a look at the Suffolk Constabulary Website, which can offer further help and advice.

To find the Framlingham and Saxmundham safer neighbourhood team website please see www.safersuffolk.org.uk

PCSO 3034 HASSLER