

MINUTES OF HOLTON ST MARY PARISH COUNCIL MEETING

held at 8 p.m. on Wednesday 11th November 2020

via Zoom

Present:

Parish Council (PC): Sally Thurlow (ST – Chairman), Erik Ellis (EE- Vice Chairman), Jan Cheng (JC), Mark Anderson (MA), Richard Appleton (RA), Liz Sims (Clerk)

District Councillor: John Ward (JW)

County Councillor: Gordon Jones (GJ)

Members of the Public: 5

20.48 Apologies for Absence:

None Received

20.49 Declarations of Interest:

MA declared that he lives at Church Square

20.50 Minutes of meeting of 9th September 2020 and Planning Meeting 23rd September 2020

It was RESOLVED that the Minutes of the meeting held on 9th September 2020 and Planning Meeting 23rd September 2020 were approved and signed as an accurate record by the Chairman. Proposed by EE, seconded by RA, agreed unanimously.

20.51 Public Forum

A villager presented the Good Neighbour Scheme, overseen by Community Action Suffolk, to the Parish Council and explained the potential merits of this being set up either in partnership with the Parish Council or independently. It was agreed that the villager will survey everyone in the village to explain the benefits of the scheme and to obtain villagers thoughts on it by a questionnaire. It was noted by EE that any door knocking should be delayed until present COVID situation changes. It was agreed that the villager would share the questionnaire when ready with The Parish Council. The villager further noted the 'Friendly Bench' could follow on from this scheme if initiated.

County Councillor's Report (GJ): Report sent by email. GJ informed that there will be an announcement shortly from Suffolk 2020 fund regarding the ANPR 2 year trial. MA asked what timeframe is for this, GJ will keep us informed. RA asked if these cameras were separate to the 20mph proposal, GJ advised that he can investigate this proposal but suggested that as the main road is a 'B' road it may prove difficult to get approval. Recycling centres to continue booking system and to introduce licence plate recognition. There is a scheme to launch 7 super video conferencing centre sites, 2 will be in Ipswich. Scheme for Villages, Parish Village Halls, and libraries to have enhanced video facilities and computer support. GJ asked Parish Council if parking on pavements was an issue in the village and should it be banned? ST advised Parish Council would prefer people not to park on pavements.

District Councillors' Report (JW): Report sent by email. JW advised innovation awards were held last week, 2 of the 11 winners were from Hadleigh. The Joint Local Plan submission has been approved by Babergh Council and Mid Suffolk Council and will go out to a 6 week consultation. ST commented that there were alleged allegations of mis-use of food bank money noted on Hadleigh Facebook page, GJ will look into this.

20.52 Correspondence and Clerk's Report:

The clerk informed that the insurance claim in respect to the fence and posts has now been settled for a sum of £821.41, this is comprised of the sum insured at the time £1071.41 less the £250 excess.

A letter has been received from Dedham Vale AONB asking for donations, it was agreed to postpone deciding on this now.

The clerk advised that a VAT claim had been submitted for the period 01.04.2018 to 30.09.2020 for £123.06

Back up memory stick and sealed password list passed to ST

It was agreed that the clerk can enrol on the Introductory course with SALC.

20.53 Finance:

a. Financial Report

Bank Balances at 31.10.2020:	Current Account	£4,373.77
	Saver Account	£12,177.77
Receipts since 01.09.2020:		£4,908.91
Total Payments since 01.09.20:		£1,119.81

The balances were examined against bank statements, signed and agreed as a true record.

b. Payments

It was **RESOLVED** the following payments be received and approved

JAK Services – Grass cutting inv. 1653	£70.00	
JAK Services – Grass cutting inv. 1665	£70.00	
Zoom Subscription x 4	£57.56	
PNJ Builders Ltd – Gate posts	£384.00	
Website Host Renewal	£ 60.00	Power S142
Salary	£242.73	
Salary	£242.73	
HMRC – Credit on account -no payment needed	£60.60	
Royal British Legion – Poppy wreath	£25.00	Power S137
A Wickes – Repayment from HMRC	£242.73	

All payments are made under the powers provided by the Local Government Act 1972 S111 unless otherwise specified.

c. Budget

Expenditure was examined and it was **RESOLVED** to amend cashbook to include zoom subscriptions under heading of Village Hall hire and to include previous month's subscriptions.

Payment for gate posts and shortfall of insurance claim payment for fences and posts to be applied retrospectively for payment from CIL funding.

d. Authorisation of new bank signatory

It was **RESOLVED** that authorisation is given to amend the bank details to the new Parish Clerk to be a signatory and have access to online banking.

20.54 Budget 2021/22

The budget was discussed and agreed and accepted

20.55 Planning

a. The council considered the following applications

- i) **DC/20/04801** Holton Place Sandpits Lane Holton St Mary CO7 6NH – Discharge of Conditions Application for DC/20/0333- Condition 3 (Mitigation to be Agreed) and Condition 11 (Biodiversity Compensation and Enhancement Strategy)- The Parish Council made ' No Comment' to this application.
- ii) **DC/20/04761** Holton Place Sandpits Lane Holton St Mary CO7 6NH – Discharge of Conditions Application for DC/20/03633 – Condition 4 (Construction Management and Strategy), Condition 7 (Discharge of Surface Water), Condition 8 (Bin Storage and Presentation) and Condition 10 (Wildlife Sensitive Design Scheme) The Parish Council made ' No Comment' to this application.

b. The following decisions were received: -

It was noted that the following applications had been approved.

- i) **DC/20/03731** 2 Bacons Green Holton St Mary CO7 6NJ – Erection of single storey rear extension and re- positioning of oil tank- **Granted**
- ii) **DC/20/03633** Holton Place Sandpits Lane Holton St Mary CO7 6NH – Conversion of barn to form 1 No. dwelling and erection of glasshouse and store- **Granted**
- iii) **DC/20/03634** Holton Place Sandpits Lane Holton St Mary CO7 6NH – Conversion of barn too form 1 No. dwelling and erection of glasshouse and store - **Granted**
- iv) **DC/20/03976** Willows, Hadleigh Road, Holton St Mary CO7 6NW. Erection of a two storey rear extension with juliet balcony, raise roof to dwelling to create first floor and erection of front gable with front canopied porch – **Granted**

It was noted by ST that in a recent enquiry by the planning Compliance Officer regarding removal of a tree at 4 Longacre, Holton St Mary , which had a 5yr condition not to be removed, the Officer did not consider the impact on loss of privacy by the affected properties . A villager noted that more than one property has been affected. ST suggested that the Parish Council write to the strategy lead at Babergh District Council to ask them to review their enforcement policy to include looking at the impact on affected properties as it does not seem to at present. Clerk to send letter. JW to send an email to the Strategy Lead also.

20.56 GDPR Review

The audit documents were reviewed for ongoing accuracy and it was RESOLVED to sign them as correct.

20.57 Emergency Plan

It was noted that the Emergency plan had been reviewed and had been registered with the Emergency Officer at Babergh Council.

20.58 Millennium Green Committee Report

It was noted that the report had been received and reviewed. ST advised that the CIL working party will be meeting to look at the possibility of implementing a toilet near Millennium Green

20.59 Quiet Lanes Funding

The Quiet Lanes initiative was discussed. CR and RA nominated Stubbins Lane and Sandpits Lane as fitting these criteria. It was agreed that the Clerk will register our interest in the scheme.

20.60 Hedging- Opposite Holton Hall

It was noted that the overhanging hedging has now been cut by the landowner. ST informed the Parish Council that any future issues should be reported on the Highways portal for their attention to deal with.

20.61 Village Infrastructure including CIL (Community Infrastructure Levy)

- a) CIL - A working party has been formed
- b) Gate Posts - Now installed and paid for - item to be removed from agenda
- c) Fence and Posts - claim now settled - item to be removed from agenda
- d) Telephone Box - MA inspects this - possibly will need painting next spring
- e) Church Square - ST suggested a further section of HEX matting might be needed. EE to obtain a quotation from previous contractor for HEX matting and a re-surface of shingle.
- f) Noticeboard - To be replaced in next financial year.

20.62 Highways

- a) Speeding-ST noted that more speeding through village was happening MA agreed, especially at night. This matter was discussed earlier in the meeting with County Councillor see item 20.51
- b) Road – It was noted that more puddles are appearing after heavy rain. Also noted that there is an on-going issue with Suffolk County Council regarding flooding at Bacons Green.
- c) Footpaths and Pavements – ST noted that mud was accumulating on pavements, it was discussed and suggested this was probably because of the time of year.

20.63 Matters to be brought to the attention of the Council

ST suggested obtaining a quotation for tidying the corner in the churchyard and putting hedge whips in, funds from grass cutting budget could be used. It was agreed to ask JAK services to provide a quotation . Clerk to contact him.

20.65 Next meeting

The date of the next meeting was confirmed as the 13th January 2021

The meeting closed at 21.45 pm.

Signed

Date