

HOLTON ST MARY PARISH COUNCIL

Minutes

Meeting Held on Wednesday 13th July 2022

8 p.m. at Holton St Mary Village Hall

Present

Parish Council (PC); Janice Cheng (JC) Chair, Sally Thurlow (ST), Claire Rowan (CR), Matt Toone (MT), Faye Hall (FH) Clerk

District Councillor: John Ward (JW)

County Councillor: Georgia Hall (GH)

Members of the Public: 2

22.29 Chairman's welcome, accept Councillors' apologies for absence

The Chair welcomed everyone to the meeting, apologies were received and accepted from Mark Anderson (MA), Oliver Greene (OG) and Mike Hay (MH). JC spoke about timings on the agenda to bring discipline to the meetings. JC also requested that the clerk keeps a separate log for councillor attendances and absences to meetings.

22.30 To accept members declarations of interest in accordance with the Council's Code of Conduct

None.

22.31 Minutes

The minutes of the Parish Council meeting held on the 11th May 2022 were approved and signed as an accurate record of the meeting by the Chair and agreed unanimously.

22.32 Elections

- Sally Thurlow was elected as Vice Chair and signed a Declaration of Acceptance of Office. Proposed by JC, seconded by CR and unanimously agreed.
- It was agreed to elect the following members to the Planning Committee: JC, ST, OG, MH, CR, MA and MT. If the councillors absent from the meeting wish to withdraw from the committee, then they can do so.
- It was agreed to elect the following members to the Finance committee with powers to approve any amendments to Annual Return: JC, ST, OG, MH, CR, MA and MT. If the councillors absent from the meeting wish to withdraw from the committee, then they can do so.

22.33 Appointments

It was RESOLVED that the following appointments were made:

MA – Highways Representative

CR – Emergency Officer

CR – Millennium Green Representative

ST – Village Hall Management Committee Representative

MA – Safer Neighbourhood Panel Representative

JC – Safeguarding Lead

MT – Pylon Lead

For the appointments of Footpath Warden and Tree Warden – these positions are still vacant so it was unanimously decided to offer these roles to members of Parish, advert to be put in Quartet.

22.34 Receive Reports from District and County Councillors

Reports from District and County Councillors were circulated previously and are available on HSM website. GH advised that the ANPR report has come out for when Holton had the device for 1 week:

The ANPR device was set up on London Road, Holton St Mary for one week. During that time, it photographed a total of 5700 vehicles.

Of these photographs:

1331 were travelling 27-30mph (23%)

2773 were travelling 31-34mph (49%)

1596 were travelling over 35mph (28%)

Fastest recorded speed = 56mph

GH advises that the ANPR device will be rotating and Holton St Mary already have the posts for it to be used here again.

To permit public participation to make statements or ask questions:

A member of the public stated that heavy vehicles have been going fast through the village, vehicles were overtaking each other and this led onto a discussion about two recent road traffic accidents in the village, one where a car flipped over whilst trying to overtake and another where a vehicle hit a fence and some posts.

ST raised an accident involving a pedestrian who tripped due to a footpath being covered in weeds and overgrown. There is also an email relating to the footpath issue received under clerk's correspondence. ST to look into the parishioner giving a report on the incident and the issue to be raised with Suffolk Highways.

Member of Public raised question on who had bought the land off Stubbins Lane and previous planning application and appeal for this.

MT raised issue of heaps of soil at Philpott's farm – further noticed on agenda item 22.41

MT asked JW if there was any update for the care home planning application – JW advises that he will chase for an update.

Email under clerk's correspondence – speeding and signage discussed by PC, GH, JW and members of public. Parishioner wrote to James Cartledge who then contacted Paul West at Suffolk County Council on his behalf. Parishioner asked for consideration that the speed limit be reduced to 40mph in the two sections that lead out of Holton St Mary and also reduced to 20mph through the village. PC discussed response from Paul West SCC that SCC highway safety engineers had looked into the speed issues and that the request did not meet the criteria of SCC to impose a reduced speed limit. JW noted that a policy was made for the B1068 Stoke By Nayland to make a 20mph zone so this can be done.

22.35 National Grid East Anglia Green Energy Enablement

No updates

22.36 Planning

No updates – JW to chase and update on care home application.

22.37 Internal Audit

The Council considered the internal audit report for the year to 31st March 2022.

It was RESOLVED that:

The Internal Audit report for the year ending 31st March 2022 was received and agreed effective.

Clerk is to amend financial regs as per the comments received on the audit report.

22.38 Finance

Financial Report:

Bank Balances as at 30.06.22	Current Account	£ 5,780.86
	Reserve Account	£12,842.78
	Interest	£1.06
Payments since last meeting		£392.33

The Balances were examined against bank statements, signed and agreed as a true record by the Chair and seconded by CR.

It was RESOLVED that the following payments be received and approved:

18.07.22	BACS	Village Hall	£20
18.07.22	BACS	JAK Services May/June invoices	£212.44
13.06.22	BACS	Babergh Council – Litter and dog bins	£52.19
18.07.22	BACS	Hertford Signs – Village sign	£220
18.07.22	BACS	SALC Training	£156
18.07.22	BACS	SALC – Internal Audit	£193.20
30.05.22	BACS	Clerk Salary for May	£190.40
30.07.22	BACS	Clerk Salary – tax rebate for May	£47.60
30.06.22	BACS	Clerk Salary for June	£260
30.07.22	BACS	Clerk Salary for July	£260

In regards to the New Clerks Salary it was agreed that a standing order could be set up for this.

22.39 Correspondence and Clerk's

To note correspondence received since last meeting:

- Email – Speeding and Village Signage, discussed and raised with GH and JW.
- Email – Damaged village sign, supporting posts rusted – discussed and agreed that Suffolk Highways will monitor, clerk to respond back to email.
- Email – Footway clearance of weeds on the North side of the B1070 – discussed and agreed that Suffolk Highways to be contacted. Clerk to respond back to email.
- Email – Tung oil and steel wool receipt from the Green Gym – invoice approved for payment by JC and seconded by CR.
- Email – Footpaths – discussed and JC will respond back to parishioner.
- Letter received by JC from Marjorie Haste Millennium Green Trust with regards to proposal for play equipment on the green – discussed.

22.40 Village Infrastructure including CIL (Community Infrastructure Levy)

- CIL – update on proposals for use of funds, awaiting update from Millennium Green Trust on electricity proposal. Proposal for play equipment submitted for a seesaw and A frame on the green.
- Millennium Green representative CR advised that a consultation for play equipment had been put out for ideas and also a note put on Facebook for feedback. CR proposed that the PC arrange to meet with the Millennium Green Trust to go and look at the space on the Green together. JC commented that the PC fully support the idea of play equipment but feels that the proposal needs some more thought so that there is play equipment for all ages.
- Village Hall Management Committee representative – No updates to report.

22.41 Highways

- Speeding and other road issues – MA not at the meeting but submitted a report via email to the clerk. MA referenced the email received under clerks correspondence – Speeding and signage and agreed that PC funding should be looked into to provide additional signage and if Highways would allow, we need a sign or signs to show that elderly people and also young people live in the village. MA also advised that a new review should be carried out with regards to speeding since there has been an increase in this issue with a view to focus on a reduced speed limit from the Four Sisters and as previously discussed. Update on speeding – ANPR camera fitted for a second time, see GH comments on results of that. MA advised he has received an update regarding the road condition issues:

Design for the work has been completed, provisional date for undertaking the works which is between the 8th and 22nd of August 2022 and these dates are provisional at the moment until such time the road space is confirmed.

- Footpaths and Pavements – report received from OG who was the previous Footpaths and Pavements warden. OG advised that the earthworks by footpath 16 are a concern. PC advised that a letter be send to the landowner near the footpath to ask if there is an intention to spread the earth.

22.42 **Matters to be brought to the attention of the Council**
Add County Broadband to the next agenda.

22.43 **Next Meeting**
Confirmed the next meeting will be on the 14th September 2022

Meeting closed at 2203hrs

Signed:



Date:

12. Oct. 22.