

Little Waldingfield Parish Council

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Approved Minutes of the Council Meeting held on 6th June 2022 in the Parish Room.

Present: Cllr Tim Sheppard (Acting Chair), Cllr Chris White (Acting Clerk & RFO), Cllr Robert Wheeler, Cllr Matt Foster.

Attending: Cllr Margaret Maybury (District Councillor) and 2 members of the Public.

1. Apologies and approval of absences.

Apologies were received from Cllr Braybrook and his absence was approved.

2. Declarations of Interests by Members and Requests for Dispensations

There were no interests declared or requests received by any of the Members

3. Approval of Minutes of the Previous Meeting held on 3rd May 2022.

Following a minor amendment to reflect a public contribution to Item 13a. Footpaths, the Minutes were approved.

4. Reports by County Councillor and District Councillors.

A transcript of the verbal report by District Councillor Margaret Maybury is available at Annex A to these minutes. A question and short discussion followed regarding improving the insulation in Babergh DC housing.

5. Public Forum.

There were no issues raised by members of the public.

The Clerk informed Councillors that he had been contacted by a number of villagers regarding distress being caused by motorised and electric trail bikes being ridden on the public footpaths in the area.

Members noted that it is a criminal offence under the Road Traffic Act to use any motorised vehicle on a footpath, bridleway or restricted byway. It was agreed that the situation be monitored and the public would be requested not to use any motorised vehicles on local footpaths and bridleways.

6. Clerks Report.

The Clerks report on matters arising from the last meeting is attached as annex B to these minutes. The Chair agreed to follow up on the emails regarding grass cutting in the churchyard and footpaths.

The Clerk further reported that 40 Platinum Jubilee commemorative mugs had been presented to the children of the village, the remaining 35 had been sold and there were further orders outstanding. Members agreed to purchase a further 36 mugs.

7. Finance.

a. Members noted the Lloyds Bank balances of £27,445.31 & £2524.57 as at 31st May 2022.

- b. Members noted the receipts of £0.02p (Bank Interest) £512.37 (VAT reclaim 2021-22)
- c. Payments were authorised in respect of ICO annual Data Protection Fee (£35.00) and donation to Go-Start Community Transport (£100.00)
- d. The Council's Statement of Accounts (2021/22) prepared by the RFO was reviewed and approved by Members.
- e. The Council's internal audit report (2021/22) prepared by SALC was presented by the RFO which was reviewed and approved by Members.
- f. The AGAR Section 1 Annual Governance Statement (2021/22) prepared by the Parish Clerk was reviewed and approved by Members.
- g. The AGAR Section 2 Accounting Statements (2021/22) prepared by the RFO was reviewed and approved by Members.
- h. The AGAR Section 2 Explanation of Variances (2021/22) prepared by the RFO was reviewed and approved by Members.
- i. The Notice of Public Rights (2021/22) prepared by the RFO was reviewed and approved by Members. The 30 working day consultation period was due to commence on 13 June 2022.

8. Governance.

- a. Members Responsibilities.
The list of members responsibilities were reviewed. It was agreed from Item 10 that maintenance of the Telephone Box should be added to the list. After further discussion it was agreed that members would consider taking on extra responsibilities to give a more even distribution and it would be concluded at the next meeting.
- b. Neighbourhood Plan Steering Group. Members agreed that, with the adoption of the Neighbourhood Plan, the NPSG work was complete and could now be disbanded. The Chair wished to record a vote of thanks to all the members of the group for their hard work and dedication in the production of the NP.
- c. Asset Register update. The Clerk recommended that the new commemorative bench and planters be added to the asset register and that the stated value of existing assets could be reviewed. It was agreed to add the bench to the register and the valuation of assets be reviewed before the renewal of the Council Insurance policy.

9. Highways and Footpaths.

- a. Streetlights -Croft Lea.
There were 10 replies to the consultation letter.
Following a review of all the responses it was unanimously agreed that all the streetlights would be retained and updated with LED fittings. It was further agreed that softer biodiversity friendly bulbs, and the option for additional functionality (timing, intensity, fault reporting) would be requested.
- b. Footpaths.
Cllr Wheeler reported that there have been background discussions with the definitive maps officer and Gt Waldingfield footpaths warden. Plans to develop the network of paths around the village are continuing. A fuller report will be given at the next meeting.

Signed:

Date:

10. Telephone Box.

Following comments received regarding the upkeep of the telephone box Councillors agreed that it should be added to the list of Members Responsibilities.

11. Parish Room Trustee.

Members discussed a request by the Chair of the Parish Room Committee for a member of the Parish Council become a trustee. It was decided that with the current low number of Councillors it was not possible at the current time.

12. Questions to the Chair.

Cllr Wheeler enquired as to the progress of appointing a new Clerk. Cllr White informed Members that there had not been any response to the adverts and there appeared to be a widespread shortage of those prepared to take on such part-time posts. A discussion followed on how best to make the post more attractive. It was agreed to review the terms & conditions, working hours and remuneration of the Clerk. It was further agreed to table an item for the next meeting to formulate a more attractive package.

13. Date of Next Meeting.

The date of the next meeting was set for Tuesday 5th July 2022 at 7:30pm in the Parish Room.

The meeting closed at 9:10pm.

Annex A - County and District Councillors Reports:

1. Transcript of District Councillor Margaret Maybury Report

At the Annual Meeting of Babergh District Council there has been a shift in control. The Conservatives are now the permanent opposition and have set up a shadow cabinet in which I am the shadow member for housing.

Babergh DC currently own over 4000 properties worth in excess of £260 million, however £16 million need to be spent to bring them all up to the required energy efficiency standards.

I attended the unveiling ceremony of a memorial plaque in the shape of the Station Identifier (LV) at Lavenham Airfield. It records the names of the 233 airman who lost their lives there.

Over the Jubilee Bank Holiday weekend, I attended 10 events in various villages and commend all those involved for the tremendous job they did. The new memorial bench and planters in Little Waldingfield is a wonderful addition to the village.

In other Parish news, Great Waldingfield won an award for their working practices; Lavenham and Cockfield both have new Chairs and I have stood down as Chair at Acton.

Finally Babergh DC have declared that they will introduce car parking charges in Sudbury which I am totally against as I feel it will have a huge detrimental effect on the town centre.

Signed:

Date:

Annex B – Clerks Report:

Clerks Report 6th June 2022	
Minute	Action
11 (i) Go Start Donation	Bank details requested and received.
13a Footpaths	Email sent to D Gotts (Contractor) requesting either:(1) details of footpath cutting schedule dates, or(2) advance notice of when footpaths are due to be cut. Awaiting reply.
13b. Streetlights	Letter hand delivered to every household in Croft Lea. 10 replies received.
14. Closed Churchyard	Email sent to Contractor by Cllr Sheppard requesting that the newly cleared area in the Closed Churchyard and Cemetery be included in the regular grass-cutting . Reply awaited
15. Community Governance Review	Enquires made to BDC. Current Consultation is for the public or Parishes etc to put forward proposals. These will be considered and there will be another Consultation when BDC publish <u>their</u> proposals. That is when the PC will be able to comment.

Signed:

Date: