

Draft until signed

**Minutes of Battisford Parish Council Meeting
Tuesday 20th October at 7.30pm, Battisford Village Hall, Straight Road, Battisford**

Present: C Knock (Chairman), B Rhodes (Vice Chairman), C Nicholas (Councillor), S Zethraeus (Councillor), C Skinner (Councillor), J Truelove (County Councillor),

Attending: S Meech (Clerk), J Budd (Public), S Winter (Public), J Pope (Play area), I Hand (Public)

1. Apologies for absence

Cllr Olley

2. Declarations of Interest

None received

3. Public forum

S Winter to discuss notice to be placed in bus shelter to consider other uses and S Winter will attend next meeting for discussion on action to be taken following notice. S Winter also wanted to advise Battisford Parish Council that further to last meeting all benches have been accounted for.

4. Minutes of meeting held on 8th September 2015

Signed as a true and accurate copy

5. Matter arising from minutes

No matters raised

7.34pm Cllr Zethraeus arrives

7.37pm N Cleaver and I Hand arrive

6. Community Police Officers Report

Action – Letter to be drafted to Tim Passmore regarding a PCSO no longer attending meetings. Could an alternative arrangement be made whereby a report can be picked up by a group of parishes?

7. County Councillors Report

See Appendix 1

8. District Councillors Report

No apologies or report received

9. Parish Council Chairman's Report

N Cleaver attending meeting to be considered by Battisford Parish Council for councillor vacancy. Cllr Knock (Chairman) introduces N Cleaver to the Parish Council and explains the role of a councillor to N Cleaver. Cllr Knock proposes the co-option of N Cleaver and all councillors agree. **Action** – N Cleaver to attend next parish council meeting and fill out a declaration of office and register of interests and clerk to forward over link for new councillor training with SALC.

17. (b/f) Play Area Inspection Report

J Pope attending to discuss the play inspection report, he states that nothing of high risk or any dangerous has been reported within the report, however, some of the photos must have been from a previous report as fences included in the pictures are no longer in place. **Action** – Letter to be sent to company whom have produced the report and also MSDC as the accuracy of the report is to be questioned as errors found. If re-inspected would like a representative of Battisford Parish Council to attend.

10. Planning

- a. Applications received for consideration – No planning applications received
- b. Decisions received from MSDC –
 - i. 2589/15 - The Oldings, Hascot Hill, Battisford, IP14 2HL - Application for a Lawful Development Certificate for an existing use as private residential dwelling (C3) in breach of agricultural tie (Condition 1 of planning permission 562/85)
 - ii. 2322/15 - Willow Cottage, Mill Road, Battisford IP14 2LL - Reconstruction of fire damaged dwelling incorporating existing single storey side extension and construction of two storey rear extension – Granted

11. Finance

- a. Accounts review to date – all checked by councillors. **Action** – Cash flow and budgets to be looked at for next meeting. Discussion with Barclays also to find out how money can be moved from one account to another
- b. Payments received
 - i. Burial fee (E Howson) - £115.50
- c. Payments to hand
 - i. Clerk's salary and expenses - £345.16
 - ii. Battisford Village Hall Management Committee (Hall Hire) - £100.00
 - iii. J Pope (Play area/Village Green Supplies) - £34.77
 - iv. Data Protection Registration (ICO) - £35.00
 - v. SALC (New Clerks Training – 1 day) - £60.00
 - vi. BDO (External Audit) - £120.00

12. Standing order for clerks salary

All councillors agree to standing order for clerk's salary to be paid monthly. Cllr Knock and Cllr Skinner sign and date the standing order form.

13. Display of contact details

All councillors agree for their contact details, name and phone number to be displayed on the parish noticeboards. **Action** – Clerk to prepare list and circulate to councillors to confirm their details are correct

14. Battisford Parish Council Website

Clerk advises the councillors that Battisford Parish Council website will need to be created and updated now under the Transparency Code. Minutes and agendas need to be posted on the web page, all councillors agree just to post minutes and agendas from May 2015 onwards as this is the date the new parish clerk took on the role. Clerk to attend website training the end of November 2015.

15. Roadside Nature Reserve

Cllr Nicholas is happy to carry out the job of warden. **Action** – Clerk to forward email to Cllr Nicholas that explains the role of warden

16. Transparency Code Funding

S Meech (Clerk) explains briefly about the funding available to local parish councils following the introduction of the Transparency Code for smaller authorities in April 2015. All councillors agree that funding should be applied for. **Action** – Application process to be investigated before next meeting

18. Play area committee update

E-mail read out by clerk with update – a committee meeting has been proposed for November to discuss idea, grants and costs. A questionnaire is to be placed in the Barclif for parishioner's views and ideas for equipment. D Williams and R Williams are scheduled to carry out a sky dive to raise additional funds for the play area.

19. Defibrillation machine – Community Heartbeat Trust

Cllr Truelove advises that she will keep £800 in her locality budget to help towards the cost of a defibrillation machine for both Battsford and Combs. **Action** – Query with Community Heartbeat Trust as to whether a defibrillation machine for Battsford could be fitted in the phone box outside Ashburnham House as it is a modern style phone box as opposed to the old style red telephone box

20. Insurance Renewal

Renewal document circulated and all councillors agree the policy does not require any amendments

21. Broadband

Cllr Truelove has been expecting an update regarding broadband but unfortunately a meeting was cancelled. **Action** – Invite Jonathan Chown to the next parish council meeting for an update on the broadband for Battsford

22. Approval and acceptance of external audit

External audit return circulated and approved and accepted by all councillors

23. Correspondence

Cllr Zethraeus advises that she is unable to attend SALC AGM. **Action** – Apologies to be sent to SALC for non-attendance at AGM for Battsford Parish Council

24. Any other business raised by councillors for inclusion on the next agenda

- Internet at the village hall
- Co-option of N Cleaver
- Cash flow/budgets for accounts

25. Date and time of next meeting - Tuesday 1st December 2015

Meeting closed at 9.30pm

Appendix 1

PARISH REPORT OCTOBER 2015 BOSMERE DIVISION

County Councillor Julia Truelove

DEVOLUTION BID

The Government, whilst not rejecting the Suffolk led bid for devolution has now directed the County to work with Norfolk on joint proposals. Meetings between cross- County Councillors have taken place, hosted by the New Anglia Local Enterprise Partnership. The current deadline for submitting proposals is now October 22nd. The Government will consider which bids will go forward to be announced at the Exchequer's autumn statement. S.C.C.'s leader, Colin Noble has said 'Devolution is all about making government services more efficient'.

ROAD WORKS IN THE DIVISION

I remain concerned about some issues relating to the recently completed broadband works to establish connection to Wattisham Air Base and now the long awaited project by Anglian Water to replace much needed water repairs through Barking. Both have needed many weeks to complete. They have affected close and nearby residents, who are still having to travel along diversionary routes, confused by road signing, and not knowing when the road will be open. I am also concerned about these two lengthy projects being undertaken one after the other, both affecting many residents with little respite. I am following up the 'lessons learned' from the broad band project, expressed by Somersham Parish Council and reporting issues causing concern at Barking.

TRAVELLERS SHORT TERM SITES SOUGHT

S.C.C. is working with District Councils across the County to establish three short-term sites for travellers following problems arising from them occupying unofficial encampments. The sites are sought in the north of the County, the Ipswich area and in west Suffolk. Without official transit sites in place, it is more difficult for councils to get the legal powers to move travellers on. It is hoped that sites will be identified by the end of the year so that unlawful occupation can be avoided.

RURAL COMMUNITY TRANSPORT PROPOSALS UNDER SCRUTINY

Proposed changes in the running of rural transport facilities such as dial-a-ride, Suffolk links and community car services which is currently funded through grants and contracts were discussed at the recent Cabinet meeting. It is reported that the current level of anticipated funding would increase by £570,000 each year and was not sustainable. However, the proposals were called in for scrutiny and rejected. The loss of yet more rural transport amenities was the main reason. The proposals will now be considered again at Cabinet.

COURTS CLOSURES PROPOSALS

S.C.C. unanimously supported a motion debated at the recent full Council meeting objecting to the potential closure of two magistrates' courts in Bury St Edmunds and Lowestoft. The long distances people would have to travel and the loss of equality reflected in the need to ensure locally administered justice were amongst the reasons given. S.C.C. would become the worst served in the Country with one magistrate's court covering 1,466 square miles.

COUNTY COUNCILS EXTENDED PUBLIC HEALTH RESPONSIBILITIES

Public health responsibilities for the under fives have now transferred to local government. This completes the joined up pathway between education, social care and health services at key points in children's lives up to age 19. Children and young people with special education needs are now supported up to age 25. Health visitors, family nurses and school nurses will continue to develop further their important role in helping the transition. It is recognised that strong partnership across the services is needed and should underpin working and understanding the needs of local communities.

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