

**Draft until signed**

**Minutes of Battsford Parish Council Meeting  
Tuesday 28<sup>th</sup> June 2016 at 7.30pm, Battsford Village Hall, Straight Road, Battsford**

**Present:** C Knock (Chairman), B Rhodes (Vice Chairman), S Zethraeus (Councillor), C Skinner (Councillor), C Nicholas (Councillor), C Cleaver (Councillor), J Truelove (County Councillor), D Whybrow (District Councillor)

**Attending:** S Meech (Clerk), J Budd (Public), I Hand (Public), L Durrant (Public)

**1. Apologises for absence**

Cllr Whybrow & Cllr Olley

**2. Declarations of Interest**

None

**3. Public Forum**

Issue is raised from public in attendance regarding concerns over flooding and drainage problems. Some areas of concern include outside Garden House on Church Road and along Valley Road. Cllr Knock advises that once the builders have completed their work at Garden House and if flooding and drainage has not improved then highways will be coming out to check the culvert. Cllr Knock also advises that highways are going to investigate some jet streaming of the drains.

J Budd raises further flooding issues along Bowl Road near to Cobbold Close and how sewage is being brought up into the road when flooding occurs.

**Action** – Clerk to contact Anglian Water to advise them that there are still issues with the sewer flooding along Bowl Road and that effluent is being brought up with the water. Draft to also be forwarded over to Cllr Truelove.

Clerk is also advised that the action points from the last parish council meeting for Tim Durrant no longer need to be actioned as they have been dealt with.

**4. Minutes of meeting held on 17<sup>th</sup> May 2016 & 7<sup>th</sup> June 2016**

Minutes of 17<sup>th</sup> May 2016 – Cllr Nicholas & Cllr Cleaver advise that their apologies for absence have not been included on Item 5 of the minutes. Cllr Knock amends the minutes and then signs them as a true and accurate copy.

Minutes of 7<sup>th</sup> June 2016 – J Budd advised that the blocked ditches outside Ashfield that were discussed in Item 3 of the agenda have now been cleared.

**Action** – Consideration of a sign being erected where grass cuttings are being disposed of in ditches.

Once amendments have been made the minutes are signed as true and accurate copies.

**5. Matters arising from minutes**

Cllr Skinner just wanted to advise that the defibrillation machine has now been fitted in the telephone kiosk on the Straight Road outside Ashburnham House and he advised all councillors and clerk of the code for access.

**Action** – Clerk to notify Community Heartbeat Trust that the defibrillation machine is now fitted and up and running.

**13. (b/f) Play area**

L Durrant was in attendance on behalf of the play area committee to advise Battsiford Parish Council of the progress of the play area improvements on the village green. It is advised that 75% of the Tesco Bags of Help Scheme have been received into Battsiford Parish Council bank account in order for the project to be started and then the remaining 25% will be released once the project begins. Sovereign whom are supplying and fitting the equipment have given Battsiford Parish Council a provisional start date of Monday 25<sup>th</sup> July 2016 if the first deposit cheque is received before this date. Clerk is to ensure that this cheque is sent off to Sovereign tomorrow and to advise L Durrant once it has been posted.

Battsiford Parish Council query with L Durrant as to whether a big slide has been ordered for the play area as a donation of £3,000.00 was received especially for this. L Durrant explains that after the instalment of the Bags of Help grant equipment is carried out than a bigger slide will be ordered and she also explains that the small slide that will be installed in July actually cost in the region of £1,500.00.

Cllr Zethraeus questioned how big the new and improved play area will be and whether it will have the same footprint as the old area. L Durrant explains that the improvements will mean that the area will be larger than the previous play area and that also the existing equipment will be improved and updated within the process. A container will also be stored in the village green whilst the work is carried out in order for the equipment to be stored safely on site.

L Durrant advises that all trees and hedges around the area for where the equipment is to be installed will need to be trimmed and she has asked for volunteers to assist in this. I Hand requests that he is added to the play area email list in the hope that he is able to assist and councillors have asked to be advised of the details in order to assist.

**Action** – Put I Hand onto the email list for the play area and also forward his email address over to L Durrant

**Action** – Cllr Knock to buy a combination lock for the inner gate at the village green

**Action** – Once the play equipment has been installed clerk to advise insurance company of additional items

**6. County Councillors Report**

See Appendix 1

**7. District Councillors Report**

Cllr Whybrow is not in attendance

**8. Parish Council Chairman's Report**

Nothing to report

**9. Planning**

**a. Applications received for consideration**

- i. 2153/16 – Garden Cottage, Mill Road, Battsiford IP14 2LT – Retention of kennels in front garden – All councillors are in agreement that they object to this planning application. Firstly, with regards to the location of the kennels it is felt that they are

positioned in close proximity to Mill Road and in front of the building line. Secondly, there are concerns of noise disturbance from the kennels resulting in loss of amenity to neighbours and residential properties within close proximity to the site. Thirdly, it is felt that there is an excessive number of kennels for domestic purposes within a residential area. **Action** – Clerk to advise MSDC of Battsford Parish Councils objection together with the comments put forward.

- ii. 1626/16 – Bevants Farm, Burnt House Lane, Battsford IP14 2NE – Alteration to remove flat roof from utility room and replace with pitched roof – All councillors agree to support this application. **Action** – Clerk to advise MSDC of decision of support for this application
- iii. 1611/16 – 1 Church Road, Battsford IP14 2HQ – Remove cement render from gable end and replace with chalk/fibre lime render. Render with lime wash – Re-consultation on planning application - All councillors agree to support this application. **Action** – Clerk to advise MSDC of decision of support for this application

**b. Decision received from MSDC**

- i. 1634/16 – Foxes Tye, Straight Road, Battsford IP14 2HD – Erection of porch to front elevation – Permission granted
- ii. 1835/16 – 5 Bowl Road, Battsford IP14 2LG - Erection of a single storey front extension including porch (Revision to planning approval 0029/16) – Permission granted
- iii. 1746/16 – West View, Mill Road, Battsford, IP14 2LT - Erection of a single storey rear extension. (Following demolition of existing conservatory) – Permission granted

**10. Finance**

- a. **Accounts review to date** – As of 13<sup>th</sup> May 2016 the business current account has a balance of £22,645.93 and the business savings account has a balance of £2,357.75.
- b. **Payments received** – None received
- c. **Payments to hand**
  - i. S Meech – Clerks Overtime & Expenses – £186.61- All councillors agree payment – Cheque number 100878 written and signed
  - ii. BT – Adopt a Kiosk - £1.00 - All councillors agree payment – Cheque number 100879 written and signed
  - iii. Sovereign – Play equipment deposit 20% – £3,686.83 - All councillors agree payment – Cheque number 100882 written and signed
  - iv. Sovereign – Interim balance 30% - £5,530.25 - All councillors agree payment – Cheque number 100883 written and signed
  - v. Sovereign – Balance 50% - £9,217.08 - All councillors agree payment – Cheque number 100885 written and signed
  - vi. SALC – Annual Subscription - £237.58 - All councillors agree payment – Cheque number 100880 written and signed
  - vii. MSDC – Dog waste/litter bins - £162.00 - All councillors agree payment – Cheque number 100881 written and signed

**11. Approval of pay scales – SALC email and clerk contract and yearly increment**

Cllr Knock advises Battsford Parish Council of the revised pay scales provided by SALC for 2016/2017, all councillors are happy with the new rates and for the clerk to have an annual incremental increase for her salary from point 18 to point 19 as stated within the clerk's contract. Clerks contract is also agreed by all councillors and signed and dated by both Cllr Knock as Chairman and S Meech as Clerk as no contract was produced when clerk started her Parish Clerk role in May 2015.

**12. Adopt a Kiosk contract – 2<sup>nd</sup> phone box**

Clerk advises the council that she has now received confirmation and a contract from BT for Battsiford Parish Council to be able to adopt the 2<sup>nd</sup> phone box along Straight Road for another defibrillation machine. Cllr Knock as chairman fills out, signs and dates the relevant sections of the BT contract. **Action** – Clerk to send signed contract and £1.00 cheque to BT for adoption of the 2<sup>nd</sup> telephone kiosk outside Woodvale on Straight Road

**14. Play Inspection Required**

A play inspection via MSDC is not required this year as the installation of the new play equipment includes an inspection upon completion.

**15. SNT report from Suffolk police website**

Clerk advises of the email sent out from Suffolk police highlighting how reports can be viewed online. Some councillors have had access to these reports. It is discussed and agreed that the clerk should download and produce these reports at the parish council meetings.

**16. Potholes**

Cllr Knock advises that further to a meeting with David Stevens from the Highways Department at Suffolk County Council he has advised that for a pot hole to be repaired it needs to be at least 50mm deep and 40cm or more wide. The following is also an email response received from David Stevens as to what works will be carried out for improvements in Battsiford.

*'I have placed orders for repair of potholes at intervention level in Church Road and Deadmans Lane. In Valley Road I have ordered the jetting of the pipes under the road and at lower Manor Farm.*

*In Straight Road, I have confirmed that the area at the Valley Road end we discussed, is to be re-surfaced and also the junction with Deadmans Lane. A date has not been set but it is guaranteed this financial year.'*

**17. Housing Needs Survey**

Cllr Knock and S Meech have visited MSDC offices last week for a meeting with Duncan Merren in relation to the Housing Needs Survey for Battsiford Parish Council and an adapted survey has kindly been produced ready for printing and circulating. Councillors advise of a few amendments to be made to the survey. **Action** – Cllr Knock to liaise with Duncan at MSDC for the amendments to be made to the survey.

There has already been a notification posted in the Barclif advising that it is hoped that the survey will be circulated and collected in September with feedback and reports produced for October. Clerk has agreed to assist with the inputting and collating of data once all surveys have been received back by Battsiford Parish Council.

**18. Dog waste bin near the Punch Bowl**

All councillors feel that a better location for an additional dog waste bin is at the Punch Bowl end of Straight Road towards Little Finborough where the concrete pad leads to a public footpath. All councillors agree to the purchase of another dog waste bin for the village.

**Action** – Cllr Skinner is to discuss with the landowner as to whether they are happy for us to erect a dog waste bin on their concrete pad. Clerk to liaise with MSDC with regards to the location of the dog waste bin and also to order the bin for fitting once confirmation is received from Cllr Skinner

**19. Correspondence**

**20. Any other business for inclusion on the next agenda**

- i. CCTV/Flood lighting/security at the play area
- ii. Village sign has been stolen

**21. Date and time of next meeting – Tuesday 6<sup>th</sup> September 2016 at 7.30pm**

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## PARISH REPORT JULY 2016 BOSMERE DIVISION County Councillor Julia Truelove

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### Devolution

On Thursday, 30<sup>th</sup> June, the County Council will debate the proposals for Devolution across Norfolk and Suffolk.

There will be a directly elected mayor who will choose a cabinet of councillors across the region and who will be able to decide which projects to promote. Any decision may be reversed by a two-thirds majority of council leaders across the region. The new mayor's budget of £25M a year will be shared between the two counties.

Laid out in the proposals is the case for change, and strategies to maximise the potential for Suffolk and Norfolk when better connected.

- Better connectivity – improving transport for example, roads and rail accessibility, but also digitally through better and faster broadband and mobile coverage.
- Improving skills and employability – so that employers are able to recruit for skilled jobs but also that local people are able to fulfil their potential.
- Improving infrastructure – to unblock development of housing and employment sites, and improve connectivity to secure improved economic growth.
- Housing – providing the right amount and mix of new homes to meet the needs of the whole population.

### Extraordinary Cabinet Meeting

At the conclusion of the County Council meeting, the Cabinet will meet to consider the outcomes of the Council debate viz., to approve arrangements for public consultation and to provide the Secretary of State with the outcomes.

### The Public Polled

An authorised poll was undertaken across the County towards the end of May. Among the results, it seems that:

- 25% of responding residents knew either just a little or nothing about the devolution process.
- A similar proportion of residents (23%) had never heard of the proposals.
- Three in five residents either strongly support or tend to support giving more decision making powers to East Anglia.
- Residents aged between 18 and 34 were significantly more likely than other age groups to support the concept.

## PARISH REPORT JULY 2016 BOSMERE DIVISION *continued*

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Responses to a question about key priorities included, as essential, superfast broadband, economic growth, key road investment, and joined up health and social care services.

### **Review into Adult Care Resources**

In order to understand the issues around the future supply and development of places in residential and nursing homes, S.C.C., with other partners, has commissioned an independent review of the market.

The review will run from mid-July until early September, and will gather information from customers and their families and carers, providers, commissioners and planners. It will also analyse care market data, drawing on local and national data sources. Findings are expected to be reported in autumn 2016, with any changes being developed and implemented in collaboration with providers.

S.C.C. currently purchases over 2,500 beds within residential and nursing homes to provide care and support to Suffolk residents.