

**Draft until signed**

**Minutes of Battisford Parish Council Meeting  
Tuesday 20<sup>th</sup> February 2018 at 7.00pm, Battisford Village Hall, Straight Road, Battisford**

**Present:** B Rhodes (Vice-Chairman), N Cleaver (Councillor), C Nicholas (Councillor), C Skinner (Councillor)

**Attending:** D Whybrow (District Councillor), A Whybrow (County Councillor), J Budd (Public), J Pope (Play Area Group), T Durrant (Public), L Durrant (Play Area Group), A Maxwell (Public)

As the time of the meeting was brought forward all attendees arrived at 7.30pm or later. Cllr Cleaver took minutes of the meeting in the clerk's absence

**1. Apologies for absence**

Cllr Knock, Cllr Aspinall, Cllr Zethraeus and S Meech (Clerk)

**2. Declarations of Interest**

None

**3. Public Forum**

Nothing to be discussed.

**4. Minutes of meeting held on Tuesday 9<sup>th</sup> January 2018**

Signed as a true and accurate copy of the meeting.

**5. Matters arising from minutes**

No matters arising.

**6. County Councillors Report**

Cllr A Whybrow arrived later – see further down in report

**7. District Councillors Report**

Main points for discussion relate to the substantial investment in the regeneration of the Regal Theatre in Stowmarket, SOLO Lodger Scheme for people with spare rooms and the fact that Cllr D Whybrow has managed to release some of his locality funds to The Punchbowl CIC. Cllr D Whybrow advised that the discussions were ongoing with regard to the review on Council Tax.

Cllr Nicholas asked Cllr D Whybrow to raise concerns with Cllr A Whybrow that the HGV sign from Burnthouse Lane has still not been repaired which is disappointing as it has been down for well over a month now. The pothole along Straight Road just before the junction to the left for Ringshall was also raised. Cllr A Whybrow has reported to Highways and it was agreed that this is particularly dangerous with drivers swerving to avoid it.

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

Nothing to report

**9. Planning**

**a. Applications received for consideration**

- i. DC/18/00063 – The Oldings, Hascot Hill, Battisford – Erection of no. 1 single storey holiday unit, repositioning of previously agreed holiday unit and creation of an additional parking space – consultee comments closed on 02/02/18 – No objections to application

**10. Finance**

**a. Accounts review to date**

**b. Payments received**

- i. Burial fee – T/L Walter Welham - £57.75
- ii. Memorial inscription fee – T/L Maggie/Poppy Brundish - £53.50

**c. Payments to hand**

- i. S Meech – Overtime and Expenses - £51.48 – Payment agreed by all councillors. Cheque Number 100946 signed and dated by Cllr Rhodes and Cllr Skinner. *Local Government Act 1972 s.112.*
- ii. Playsafety Limited – ROSPA Report - £270.00 – payment agreed by all councillors. Cheque Number 100947 signed and dated by Cllr Rhodes and Cllr Skinner. *Public Health Act 1875, S.164. Local Government (Miscellaneous Provisions) Act 1976, S. 19.*
- iii. Mr J Pope – Play area maintenance reimbursement - £131.40 – payment agreed by all councillors. Cheque Number 100948 signed and dated by Cllr Rhodes and Cllr Skinner. *Public Health Act 1875, S. 164. Local Government (Miscellaneous Provisions) Act 1976, S. 19.*

**12. (b/f) Play area including slide order/ROSPA Report/security concerns/ROSPA email**

Cllr Rhodes agreed to bring this item forward. J Pope advised that he has replaced the items flagged up on the ROSPA report as ‘needing attention’, although the items were not high risk he has attended to and replaced them. It was advised by J Pope that the ownership sign flagged up on the equipment was actually given for free and the comments made by ROSPA regarding this will be taken into account. The balance pole has been turned and the comment made regarding lateral movement has been considered but the only remedy to this little concern is making the pole higher increase the risk of accidents, better for nothing to be done at this time.

The suspension bridge can be fitted with little wooden wedges to stop people from trapping their fingers if necessary. The comments that relate to the nest swing are confusing given that it is newly installed and nothing appears to have been fitted incorrectly. No-one quite understands how the ‘hangers can be at the wrong angle’. There is no sign of wear and tear, no squeaks or sounds which suggest that something is incorrectly rubbing or causing friction. L Durrant advised that she has been on the phone to the installers and is awaiting a call back.

**6. County Councillors Report**

Cllr A Whybrow attended and gave her report. Noteworthy items included the County Council budget rise of 4.9% for Adult Care Needs, the amount spent by the council annually is currently £58 million, which is staggering given that Anne investigated the number of people included in that budget and found it to be just 50 people, over £1.16 million per person. Cllr A Whybrow discussed her annoyance at the signage issue and has discovered that Battisford is very far down the light of signage and pothole priorities. Cllr A Whybrow has been regularly reporting potholes and swerving to avoid them. Cllr A Whybrow attended a Broadband meeting which was also attended by Matthew Jocks, Openreach and Jo Churchill and openly said that there is a rise from 20 houses in Ringshall and 8 in Battisford, meaning everyone should have access to super fibre broadband by April 2018. Lastly, Cllr A Whybrow passes on

a plea made by Highways for some parishes to volunteer to take responsibility for maintaining signage, footpaths and trimming verges.

**12. (cont) Play area including slide order/ROSPA report/security concerns/ROSPA email**

L Durrant advised that she was in attendance to discuss the outstanding slide that requires installation at the village green. Cllr Cleaver and Cllr Skinner advised that the slide has now been ordered and will be stored with Cllr Knock until weather conditions allow for installation. Cllr Skinner has been delivering topsoil to the village green in order for the mound to be constructed. L Durrant advised that the play area group would like a tunnel to be put into the mound as an additional feature and that this idea was well received. Cllr Skinner advised that the play area group should consider drawing up a plan or where they would like the slide to be situated and Battisford Parish Council (BPC) will work with them to install it. L Durrant advised that the play area group do not have funds for the installation costs and Cllr Skinner advised her that BPC have agreed to meet the installation costs.

**22. (b/f) Mole Removal**

T Durrant raised the ongoing issue of moles at the village green, T Durrant and J Pope have received a number of complaints. So far, attempts made by BPC have only resulted in the moles moving from one area to another on the green, T Durrant is to liaise with a friend whom is a local pest controller for some advice and will get back to BPC.

**13. Battisford Tye – signage**

The suggestion of 'Battisford Tye' signs being reintroduced to the village has created discussions with both councillors and residents. Cllr Skinner clarifies his position against the introduction of such signs, firstly, the area of the village being discussed is incorrectly stipulated on the current and various Google and Ordnance Survey maps and no longer exists in any case. Secondly, it is felt that the introduction of such signs would have an impact on social cohesion within the village and would effectively separate the village into two distinctive parts which could have negative effects on the community. Both points are supported by Cllr Nicholas whom added the supposition that the use of the term 'Battisford Tye' on so many official maps and online geographical reference tools is down to human error. Cllr Cleaver challenged this view and Cllr Rhodes did not express a view.

Cllr Cleaver commented that whilst she is relatively new to the area and not fully informed of the spatial distribution of the village she does not have a strong view in support of or against the idea of additional signage and would go so far as to support the willingness shown by the residents to preserve the use of 'Battisford Tye' whether that be informally or formally. However, there is some debate as to whether this is a parish council matter given that it is not our decision to make. This is a Highways Jurisdictional matter and therefore guidance and advice must be sought from them. It is believed that the clerk has already done this.

Cllr A Whybrow advised that there is little point in pursuing the matter and that the best way forward is to frame a piece of historical writing in the Punch Bowl to keep the facts alive for all to read. A Maxwell reinforces her request for the sign in advising BPC of the historical information collected and presented at the last parish council meeting. This matter will have to be included in the next agenda.

**11. School Transport**

Item to be moved to the next agenda.

**14. Trees**

Without having a clear tree planting plan to reference BPC were reluctant purchase trees yet and add pressure to get them planted without delay especially without all councillors being present to form a working party and discuss dates and times etc. In order for BPC to embark on a project such as this there needs to be a clear and phased plan of what is required together with where and when and what manpower will be required for the project. Therefore, the decision was made to put this item on the next agenda to formulate a plan with a goal of purchasing and planting trees in the Autumn.

**15. GDPR – Data Protection**

Item to be added to next agenda for update from clerk

**16. Speeding Device**

Item to be added to next agenda for update from clerk

**17. Wonderleir**

BPC are awaiting a response to the letter sent to the CEO of MSDC – move to next agenda

**18. Broadband**

This item was covered by Cllr A Whybrow earlier, however J Budd advised BPC that he now receives 50mgb and is extremely happy with what he now has from BT. J & S Budd finally have a broadband service that is fit for purpose and are very pleased.

**19. Cemetery – marking new graves**

Item to be added to next agenda for update from Cllr Zethraeus and clerk

**20. Bear Necessities**

Cllr Cleaver advised that the final roll off of the survival packs will be complete within the next fortnight. All invoices have been submitted to the clerk and all funds have been spent. This concludes the project at this stage, save for VAT return which will repay approx. £500.00 to BPC on the balance of purchases.

**21. Unity Bank**

Cllr Skinner suggested that BPC consider NatWest Bank and he is familiar with the Branch Manager at Ipswich and suggests we may be able to deal with familiar high street bank although do things remotely. Cllr Skinner to investigate and report back to BPC at the next meeting.

**23. Defibrillator supplies – pads etc replacement**

Cllr Nicholas advised that the pads for the defibrillator that he checks expire in March and two new sets need to be ordered, he believes the cost will be between £30-£40 plus VAT and he will discuss further with the clerk and arrange for her to order them directly.

**24. Internal audit instruction**

Item to be added to the next agenda

**25. Internal control document acceptance and allocation for completion**

Item to be added to the next agenda

**26. Asset register/insurance/fidelity guarantee review**

Item to be added to the next agenda

- 27. General level of reserves/earmarked funds**  
Item to be added to the next agenda.
- 28. Register of interest – confirmation details unchanged**  
Item to be added to the next agenda
- 29. Correspondence**  
Circulated by email
- 30. Any other business for inclusion at the next meeting**  
Items above
- 31. Date and time of next meeting (Extraordinary) – Tuesday 13<sup>th</sup> March 2018 at 7.00pm**

Meeting closed at 9.35pm

DRAFT