

Draft until signed

**Minutes of Battisford Parish Council Meeting
Tuesday 10th January 2017 at 7.30pm, Battisford Village Hall, Straight Road, Battisford**

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

Attending: S Meech (Clerk), J Budd (Public), P Aspinall (Public), I Bell (Public)

1. Apologies for absence

Cllr Zethraeus & Cllr Skinner

2. Declarations of Interest

No declarations of interest

3. Public Forum

J Budd enquires with Battisford Parish Council as to whether there has been any update regarding the Better Broadband rollout in the village. Cllr Knock advises J Budd that an email update has been received from Ben Skinner as he is unable to attend the meeting. Cllr Knock advises that most of the network has been deployed into the Battisford area, however, there are delays installing cabinets near the Gardeners Arms and Free Church, if no resolution for the cabinets is reached then BT will approach Battisford Parish Council. The original time for rollout was due to be the end of 2016, however, even though the network has been rolled out they have been unable to get it onto the OpenReach networks in order for residents to actually place orders. Ben Skinner has emailed BT again to request a firm date.

J Budd also asked Battisford Parish Council what was happening with a dog waste bin being installed at the Punch Bowl end of Straight Road. Cllr Knock advises J Budd that the dog waste bin has in fact been purchased and is in his possession so he will bring it along to the village working party on Saturday 14th January 2017. **Action** – Cllr Knock to arrange the installation of an additional dog waste bin on Saturday 14th January 2017.

4. Councillor Vacancy Application – Mrs P Aspinall

P Aspinall has submitted a letter of application to the parish clerk for the current councillor vacancy that Battisford Parish Council has, the application was forwarded to all councillors prior to the meeting. Cllr Knock introduces the council to P Aspinall and all members of the council introduce themselves and their roles to P Aspinall. Cllr Knock asks Battisford Parish Council to vote for P Aspinall to fill the role of councillor for Battisford Parish Council, all four councillors that are present are in agreement and vote for P Aspinall to fill the current councillor vacancy. P Aspinall, Cllr Knock (Chairman) and S Meech (Clerk) fill out and sign and date an acceptance of office.

5. Minutes of meeting held on Tuesday 29th November 2016

Minutes signed as a true and accurate copy of the meeting

6. Matters arising from minutes

Cllr Nicholas asks if there is any further feedback for the missing village sign on Stowmarket Road near Ringshall, clerk informs Cllr Nicholas that she has reported the missing sign again

to Highways in December but has as yet not had any feedback. Cllr Truelove advises that she will contact Highways on behalf of Battisford Parish Council to chase the missing sign.

Action – Clerk to forward Cllr Truelove the relevant information regarding reports that have been made for the missing road sign

7. County Councillors Report

See Appendix 1

In addition to Appendix 1 Cllr Truelove reports that Phillip Wright from Highways had a meeting with Cllr Scarff of Combs Parish Council regarding the erection of unsuitable for HGV signage through Combs and Battisford. An outcome of the meeting is an agreement to pursue 3 new roads signs funded by Cllr Trueloves budget, therefore, unsuitable for HGV signs will be placed at the Mill Lane junction with Bildeston Road, Burnt House Lane junction with Straight Road and Burnt House Road junction with Deadmans Lane. Highways are to update Cllr Truelove with a works start date. Cllr Truelove does advise Battisford Parish Council that the signs have no legal bearing, however, they do act as a deterrent.

Cllr Truelove does also advise the council that she has some locality budget left for 2016/2017 so if there are any applications for funding that would like to be considered these should be submitted to her asap.

Cllr Nicholas advises the council that there has been a road closure on the Straight Road near to Old Stoke Farmhouse that no notification was ever received for. **Action** – Cllr Truelove to investigate why no notification was received for this road closure.

8. District Councillors Report

See Appendix 2

9. Parish Council Chairman's Report

Cllr Knock advises the council that he has approached the residents of Wonderleir and they have advised him that they are trying to move nearer family. Cllr Whybrow reminds Battisford Parish Council that the bird collection at Wonderleir should be dispersed by March 2017 and that the number of birds has reduced and he is expecting to receive a further update soon.

10. Planning

- a. Applications received for consideration** – No planning applications have been received
- b. Decisions received from MSDC**
 - i. 4501/16 - Paddock Cottage, Mill Road, Battisford, IP14 2LL - Erection of single storey extension to rear elevation (following demolition of existing conservatory) – Permission granted

11. Finance

- a. Accounts review to date** – As of 14th December 2016, the business current account has a balance of £14,136.22 and the business savings account as of 15th December 2016, has a balance of £2358.62.
- b. Payment received**
 - i. HMRC (BACS) – VAT repayment - £126.26
- c. Payments to hand**
 - i. SALC – Clerks Networking and Information Event - £9.60 - All councillors agree payment – Cheque Number 100904 written and signed
 - ii. Business Services at CAS Ltd – Additional insurance items - £235.09 - All councillors agree payment – Cheque Number 100905 written and signed

- iii. D Windle – Village Green grass cutting and maintenance - £340.00 - All councillors agree payment – Cheque Number 100906 written and signed
- iv. D Windle – Cemetery grass cutting - £391.00 - All councillors agree payment – Cheque Number 100906 written and signed
- v. Green Magic Co. UK Ltd – Noticeboard for St Marys Church - £156.00 - All councillors agree payment – Cheque Number 100908 written and signed
- vi. S Meech – Clerks Overtime and Expenses – £51.45 - All councillors agree payment – Cheque Number 100907 written and signed

15. (b/f) Housing Needs Survey

Discussion regarding reporting the findings of the housing needs survey takes place and it is agreed by all councillors that funding is required for a third party to produce a report on the findings of the survey. A figure of approximately £500.00 is considered reasonable by all councillors. **Action** – Cllr Knock is to liaise with third parties to arrange for a report to be produced for discussion by councillors at the next parish council meeting and following on from that a date to be set for a public meeting of the results.

8.32 – Cllr Truelove and J Budd leave the parish council meeting

12. Risk Assessment review and approval

The up to date risk assessment and financial management document has been reviewed by Battsford Parish Council the document was forwarded by email to all councillors prior to the meeting and all councillors present approve of its content. Cllr Knock (Chairman) signs and dates the document.

13. Budget/precept approval

Clerk has prior to the meeting forwarded all financial documentation to the councillors for the precept and budget to be considered, paper copies are also circulated in the meeting showing the monies spent and received from 1st April 2016 to date and the current budget figures. Cllr Knock and clerk work through the figures with the members of the council and clerk draws up a budget for 2017/2018 that is agreed by all councillors and which is to be forwarded to all members of the council.

MSDC have advised that the council tax base increase for 2017/18 for Battsford is 1.9% increasing the precept request from £10,325.00 for 2016/17 to £10,725.00 for 2017/18 all councillors agree to request the sum of £10,725.00 for 2017/18, this means an increase of 82p for council tax band D. As expenditure has been relatively high this year councillors feel this will ensure that reserves do not run to low. Precept request form is filled out and signed and dated by Cllr Knock (Chairman), Cllr Rhodes (Vice Chairman), Cllr Cleaver (Councillor) and S Meech (Clerk). **Action** – Clerk to submit precept request form to MSDC before 31st January 2017.

14. Defibrillators

Cllr Knock advises Battsford Parish Council that he has two defibrillators and cabinets at his office ready for Cllr Skinner to arrange installation in the other telephone kiosk in Straight Road and at Battsford and District Cricket Club.

Action – Clerk to email Cllr Skinner to instruct urgent installation of the two defibrillator machines and Cllr Knock to enquire with neighbours close to the defibrillator in the telephone kiosk as to whether they are happy to volunteer for a weekly check on the defibrillator machine.

16. Fire Hydrants

Cllr Nicholas advises Battisford Parish Council that fire hydrants within the village have not been checked for many years.

Action – Clerk to email the relevant agency to arrange for these to be checked

17. Mobile Post Office

Clerk advises that she has still not heard anything back from the post office with any further information for the mobile post office service.

Action – Clerk to chase Royal Mail again for further information on the mobile post office and also to email parish clerks that currently have this service running in their parish.

18. Village Green/Play Area

Nothing to discuss or report

19. Celebrate with the Big Lottery Fund application – unsuccessful

Clerk advises that an application for a village event to the Big Lottery Fund was unsuccessful

20. Village fete

Cllr Knock asks Battisford District Council to consider whether they would like to host the Combs fete in Battisford if this is something Combs no longer wish to hold.

21. Correspondence

All correspondence circulated through the clerk via email

22. Any other business for inclusion on the next agenda

- Wonderleir

23. Date and time of next meeting – Tuesday 21st February at 7.30pm

Meeting closed at 9:40pm

BOSMERE DIVISION REPORT JANUARY 2017

County Councillor Julia Truelove

Suffolk Trading Standards

The team, which is fully funded by National Trading Standards, respond to countrywide issues, as well as the risks to Suffolk consumers. The Suffolk TS Team work hard to intercept, at the border, as many unsafe products as possible.

Four of the consignments of unsafe goods intercepted in the last three months were being imported by Suffolk based traders. Almost 2,000 unsafe products from these businesses were prevented from being placed on the market.

The majority of goods imported nationally and locally were available for sale via the internet.

I shall continue to report goods deemed by Suffolk Trading Standards to pose a risk to consumers.

Highways Matters

Winter Service Plan

"At the time of writing, our gritting team has already treated priority 1 routes 14 times, and priority 2 routes 3 times, and we owe our thanks to them. A total of nearly 27,000 miles have been gritted and 1,400 tonnes of salt used this winter.

The Suffolk Highways depots are stocked with more than 24,000 tonnes of salt mix, and we will keep supplies topped up through the winter period. Last year we used just over 9,000 tonnes of salt, and treated priority one routes 60 times.

Our priority 1 and 2 gritting routes cover more than 2,000 miles of Suffolk's roads, that's just over half of the network. For daily updates on whether the gritters are out – follow [@Suffolk_Highways](#) on Twitter or visit www.suffolk.gov.uk/gritting for more information."

Surface Dressing – preventative maintenance to prepare roads for winter

"Proactive summer work by Suffolk Highways to surface dress 2.5 million square metres of the highway network, means that these highways are in better condition ready for the winter. This preventative maintenance work will help to prevent potholes forming, and can extend the life of a road surface by around 10 years."

Connecting Communities

Developing services – quote: "We are now four months into the Connecting Communities contracts and our five lead operators have managed the changes extremely well. Work has already commenced on making the services sustainable through the development of feeder points to buses and trains. These will be in line with demand and in partnership with bus operators. This initiative is complimented by the capital funds we have available through vehicle sales which can be directed to small capital projects."

BOSMERE DIVISION REPORT JANUARY 2017

continued

However, there remains considerable concern from the would be users of the service that they are required to pay or lose their free bus passes in exchange for a limited number of vouchers. I have received a petition from local residents who feel that they are being singled out when this policy is not applied to other users across the County.

Power Cuts – Priority Service Register

Whilst reducing the frequency of power cuts by 42%, UK Power Networks report that they have created a 'Priority Service Register' to enable them to identify vulnerable people quickly in the event of a power cut and get them the help they need. These could be older people, families with very young children, and people with specific medical conditions. The service comes with free support. More details, and registering can be done by calling 0800 169 9970, or online at:
<http://www.ukpowernetworks.co.uk/internet/en/power-cuts/priority-services-during-a-power-cut/>.

Parish Councils may wish to include the above information in any forthcoming magazine or newsletter.



Councillor David Whybrow (Conservative)
Mid Suffolk District Council Member for Ringshall Ward

Report to Battisford Parish Council

Full Parish Council Meeting on Tuesday 9th January 2017

Planning (since 29th November 2016 to date of report)

1.1 Validated (awaiting Decision) -

1.1.1 Welhams Meadow, Church Road, Battisford IP14 2HF

Reference 3855/16

Use of land for stationing of 6 holiday caravans. Installation of a septic tank . .

Validated 01 Nov 16

Consultation Expiry 05 Dec 16

Target Determination 27 Dec 16

1.2 Decisions –

1.2.1 Paddock Cottage, Mill Road, Battisford IP14 2LL

Reference 4501/16

Erection of single storey extension to rear elevation (following demolition of existing conservatory)

Validated 08 Nov 16

Consultation Expiry 07 Dec 16

Target Determination 03 Jan 17

Decision Date 21 Dec 16

Decision – Grant

1.3 Permitted Developments –

I'm not aware of any PD's within the parish during the reporting period.

2.0 Parish Precept 2017/18 & Taxbase

A reminder that the Precept Form for 2017/18 needs to be returned to Mid Suffolk by 31st January 2017. These are also available to download from the Council's website. The Battisford taxbase for 2017/18 is 243.32 compared with 238.68 for 2016/17 which is an increase of 1.9%.

Should you require any further clarification or wish to discuss the position for your council, please do not hesitate to contact Sue Palmer or Melissa Evans.

sue.palmer@baberghmidsuffolk.gov.uk (01473

825816)

Melissa.evans@baberghmidsuffolk.gov.uk (01473 825819)

3.0 Parish Boundary Review 2009 and Council Tax collection.

As before - I have not advanced the outstanding issue regarding potential error in Council Tax invoicing and appropriation post the 2009 civic boundary changes relating to properties on, or off, Stoke Farm Drive since the last meeting – hopefully this can be resolved in time for 2017/18 billing and then the historic errors that may have accrued can be addressed.

4.0 Conclusion

I trust the foregoing is informative and relevant.

Finally, if there are specific matters that you would like me to investigate or report on – just ask.

Contacts details as follows:

david.whybrow@midsuffolk.gov.uk david@dswwhybrow.com

07799 068 926

Or visit me at The Old Rectory, Stowmarket Road, Ringshall. IP14 2HZ