

CAMPSEA ASHE PARISH COUNCIL
MINUTES OF MEETING HELD ON 19th NOVEMBER 2018 IN THE VILLAGE HALL

Present- Richard Fernley, (Chair) Derick Balaam, Pat Hayward, Georgina Proctor, Bob Webb Barry Cable (clerk), 1 Member of the Public.

18.40 Apologies for Absence- Received from Linda Main, Nathan Wills, Cllr Alexander Nicholl

18.41 Declarations of Interest- None

18.42 To consider requests for dispensation on Agenda Items. _ None Requested

18.43 To approve as accurate the Minutes of the last Council Meeting on 17th September 2018. – Approved & signed

18.44 Public Participation Session – A Member of the Heritage Group attended to thank Council for financial and other support of their project to remember all those from the village who had taken part in the Great War and especially those that fell .They produced a book “ A Commemoration and Tribute to the People of Campsea Ashe” remembering all those who had taken part. A copy of the book was handed to the PC is now in Parish Records. He was thanked for all his and the rest of the Heritage Group’s effort for both the exhibition and book. It had been a successful event time and one that was well attended.

18.45 Planning Matters

Chantry Close Update- Cllr Hayward had been in contact with both the previous solicitor and a previous clerk regarding the land nearest the railway, and documents will be sent to the solicitors to initiate registration with the Land Registry. Once this has been done, the land can be cleared and a fence erected, together with a notice claiming ownership. A quote of £500 to clear the land had been received last year, but may need to be revised. PH/BC

A possible Neighbourhood Plan was further discussed, and agreed that more interest had to come from outside the Council, with a working Group set up. A leaflet will be drawn up and distributed around the village hopefully to be combined with a presentation in an attempt to gain more interest. RW/BC

18.46 Highways including HGV matters-

i) Weight restriction on Ivy Lodge Road

A more detailed quote had been obtained from Highways Dept. indicating that the cost of planning and installing a weight restriction in Ivy Lodge Road would be in the order of £ 12,000 plus VAT which would not be funded by SCC. It was thought that this was expensive and not within budget (concern was raised about the cost and other road issues in the village and whether there were cheaper alternatives in providing a weight restriction). Due to the fact that it would only benefit the residents on Ivy Lodge Road and not in the rest of the village it was thought a contribution would be more appropriate although no amount was agreed upon. The HGV group would be consulted to consider further response. REF

ii) It was pointed out that the trees growing on PC Land on Ashe Road were causing HGVs to have to swing out to avoid them creating a hazard. It was agreed that the clerk should gain quotes from tree surgeons for the work, and Otley College was suggested as possible contact. BC

18.47 Review of Statutory Documents

Standing Orders, Financial Regulations, Code of Conduct, Asset Register, Insurance Cover and Risk Assessment had been circulated as attachments with the agenda before the meeting. It was considered that as long as there were no new statutory requirements or suggestions from SALC etc. no alterations to the documents were considered necessary. There was discussion about the need to make sure Asset Register, Insurance Cover and Risk Assessments re Village Hall were looked into by the Village Hall sub-committee. The documents therefore will be re-dated and signed at the January meeting with any appropriate changes as above. **BC**

18.48 Report from Village Hall Sub – Committee.

This has met twice since the last PC meeting, officers have been appointed to all key positions and many suggestions for fundraising have been put forward for implementation by the Committee. Two bingo sessions have taken place to raise funds. More hall bookings have been made. General view that there was a positive feeling and plans for renewing toilets were being considered. **GP**

18.49 Play Area

The Annual Inspection Report on the Playground Equipment dated 26th September 2018 had been previously circulated to Councillors, and forms part of the Risk assessment process. There were three items that need rectification

- 1 / the nut on the steering wheel of the wooden train needs tightening
- 2/ several planks on the picnic tables are rotten and need replacing
- 3/ the chain on the Zip-wire needs shortening by means of removing some links to achieve a clearance of 400mm from the ground.

DB said he and NW would make the necessary alterations and reattach a sign that had again been removed from its post; he would delay the picnic table until Spring. **DB/NW**

18.50- Clerks Report-

Information had been received regarding the Parish Council elections taking place on 2nd May 2019. If uncontested, the cost will be about £100, similar to the last election. If contested the cost is estimated at £ 911.85

18.51 R F O Report

It was noted the receipt of 2nd half of Precept £ 2,750 and CIL money of £187.28; the RFO has written to SCDC to enquire what this money relates to.

The following payments were approved-

E 16/19 CAS Web hosting £60.00

E17/19 B Cable Salary £399.94

E18/19 HMRC Tax £33.40

E19/19 B Cable Expenses £181.41.

A budget for the Financial Year 2019/20 was circulated to Councillors via an attachment following the Budget Meeting on 8th November . The Budget was formally adopted with small changes in light of election and other items detailed above. However it was decided that due to the healthy reserves held, the precept will be held at the current level of £ 5,500. The clerk will complete the necessary documents. **BC**

18.52 Dates for PC meetings for next year had been previously circulated and were agreed.

18.53 Correspondence received

HAGS – Playground Equipment

Sizewell C – Land Referencing Document

Clerks and Councils Direct

Gross & Curjel- enclosing duplicate document from Sizewell C – relating to land held at playing field
Gross & Curjel- further correspondence on Sizewell C
HMRC – information re- reclaiming VAT on line
Leiston & Saxmundham C AB – Seeking Support
Wickham Market Community First Responders-Seeking Support

18.54 To consider excluding the Public for Item 18.55. –No public present.

18. 55 Personnel issues- As discussed at item 18.48, it was recognised that the Clerk has an additional duty with the work involved with the Village Hall. He has kept a record of hours worked, which averages to one additional hour per week. In a full financial year this will add £520 p.a. making the total paid £3120.00. In this year it will be backdated to the beginning of September. **RF**

Matters for Next Meeting

HGV
Chantry Close

Date of Next Meeting- Monday 21st January 2019

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SignedChairman 21st January 2019