

## DRINKSTONE PARISH COUNCIL

### Minutes of Parish Council meeting held on Monday 4<sup>th</sup> October 2021

Present: Chair Richard Edmondson and Councillors: Sonia Slattery, Emily Elnaugh, Tim Moss, and Paul Selvey, Clerk Jane Hill, and two members of the public.

The meeting took place at Drinkstone Village Hall and started at 8pm.

1. Apologies were received prior to the meeting and noted at the meeting from Cllr J Elnaugh and Cllr P Holborn.
2. There was no declarations and interests raised on request from Chair.
3. Resolved: That the minutes of the Parish Council meeting held on Monday 16th August be agreed as a true record.
4. Update on 5 year plan implementation and receive Councillor Portfolio reports.

1. Five year plan project implementation – progress and actions.

i) Bulb planting – Cllr Edmondson

Cllr Edmondson highlighted that the donations from the village had raised £1,230, this is a wonderful sum and the Parish Council would like to thank everyone who has contributed. As the amount raised exceeds that required it has been proposed the balance could be spent on installing white gates to compliment the village signs, it was agreed this would be discussed at the next meeting. Next steps:

- Cllr Edmondson to buy bulbs and develop planting scheme.
- Councillors to ask households whether would like bulbs planted on the verges outside their houses.
- Cllr Edmondson to request support for planting of the bulbs through a JD e-mail and then to arrange working parties to plant bulbs.

Resolved: The Council agrees to authorise a spend of up to £900 (including VAT) on daffodil bulbs.

ii) Benches on footpaths – Cllr Moss

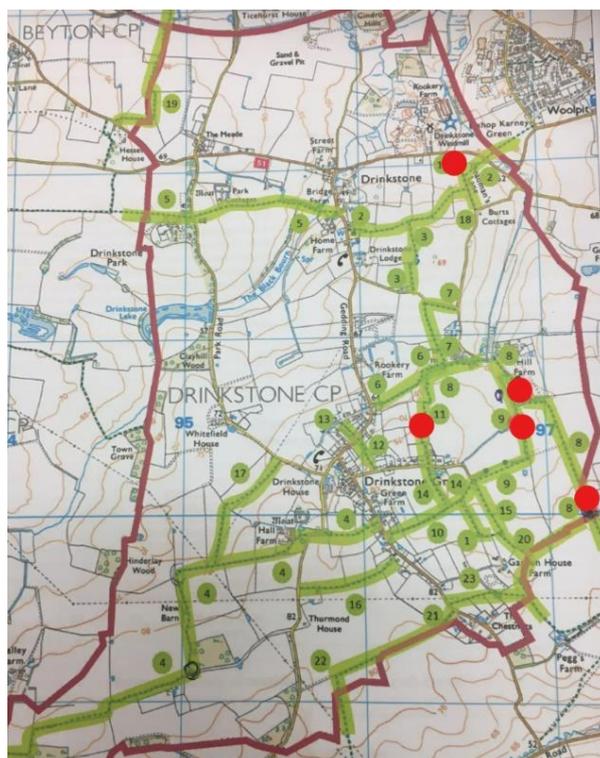
Cllr Moss outlined that he had gained permission from two land owners to position five benches on the footpaths. Maggie Ivor-Jones has kindly agreed for four to be sited on her land, and Dave Prior has kindly agreed for the siting of one on the corner of his meadow. The location of the proposed benches is shown by the red blobs on the attached map. The cost of the first benches is estimated to be £245 (ex. VAT). The next steps is to approach other land owners for permission to site further benches. It is expected the first five benches will be installed early in the new year.

Resolved: The Council authorised a spend of up to £500 (ex. VAT) on benches to be positioned on footpaths.

iii) Website redesign – Cllr Slattery

Cllr Slattery has reviewed the existing website and in conjunction with Liz and Tony Schmitt developed a prototype of the new look Parish Council website for the Councillors to review and comment upon.

Cllr Edmondson proposed a regular website slot on the agenda to ensure the website contains the latest information. The news feed content is to be provided by the Councillors and the Clerk to upload core documents as usual. Next steps:



Signed: Richard Edmondson

Date: 1<sup>st</sup> November 2021

- Councillors to review and provide feedback on the draft website circulated in Cllr Slattery's portfolio report.
  - All Councillors to be ready to have group photo taken at next meeting.
- iv) Painting the railings – Cllr Selvey

Resolved, the Council agreed to authorise a spend of £30 to replace two rails on the bridge, The Street.

- v) There were no questions or comments from public when invited by the Chair
2. The reports from the District and County Council Ward Member and Portfolio Holders were received:
- i) Cllr Penny Otton            District and Council Ward Member
- Cllr Otton highlighted that the findings of the independent review into Special Educational Needs and Disability provision has been published and has highlighted many failings of the council, sadly the report will not be scrutinised until Dec 21. Cllr Otton highlighted the importance of parents of children with special educational needs being fully involved in the process of improving services.
  - The boundary commission has recommended reducing the number of Councillors to 70 from 75. As a consequence Cllr Otton's area will increase to include Tostock and then go as far as Little Finborough and Combs.
  - The grass on Cross Street has been mown.
  - The Councillor highlighted that they have contacted highways England regarding J46 from the A14 following another accident at the end of the slip road.
- ii) Cllr Emily Elnaugh        Footpath Officer
- The owners of the land on which the broken stile on footpath 16 (near Hammond Hall) is sited have agreed to mend it.
  - Lyn Hannant and Lindi Belfield have secured a locality grant from Mid Suffolk for £250 and a grant of £110 from Drinkstone Education Charity for the reprinting of the excellent and well received footpath maps. The Council agreed to support the application, completing section B of form and submitting to Cllr Otton, and manage the required financial transactions, that is take receipt of grants into the Parish Council Unity Trust account and reimburse the printer on receipt of invoice.
- iii) Cllr Sonia Slattery        Community engagement

Cllr Slattery attended a webinar concerning the Festival of Suffolk, a summary report has been sent to the Councillors for their consideration. Next steps:

- Cllr Slattery to circulate the Festival of Suffolk slides to the other Councillors.
  - The Council to consider how Drinkstone can take part in the Festival of Suffolk.
- iv) Cllr Peter Holborn        Neighbourhood Plan Officer and Tree Warden

Cllr Holborn's report was received but there was no comment or decisions to be noted.

- v) Cllr Tim Moss              Parish Assets Officer

Cllr Moss highlighted that the football posts needed to be painted and the nets replaced.

Resolved: The Parish Council authorised a spend of £100 (ex. VAT) to paint the football posts on the recreation ground and £100 (ex VAT) for new football nets at the recreation ground. Next steps:

- Cllr Selvey to measure the goal posts in order to size the required nets
  - Cllr Moss to retrieve swings from storage and arrange for them installed.
- vi) Cllr Paul Selvey            Highways officer

The SID rota was reviewed and it was agreed that that one person would be asked to move the camera at any one time on the rota and that Cllr Selvey would be on standby in case anyone needed additional support (for example in high winds). It was agreed Cllr E and J Elnaugh would continue to move the camera together. Cllr Selvey is going to adjust the SID rota accordingly.

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Date: 1<sup>st</sup> November 2021

It was highlighted that due to efficiency savings in the operation of the Council it was possible to allocate the budget savings to the purchase of a second SID device.

Resolved: The Council should purchase another SID (same specification as the existing) complete with batteries, and an additional set of brackets sufficient to enable two SIDs to be deployed full time and to face in either incoming or outgoing direction. A budget of up to £2,000 was authorised for this purpose.

Resolved: The Council approved a spend of up to £40 for Postcrete to mend signage posts in the village.

vii) Cllr Edmondson Allotment Trustee

Cllr Edmondson met with Mrs Blake and she has verbally given notice on the parish land near the Rattlesten Road allotments, the exact date needs to be agreed. Mrs Blake would like to install a fence between her land and the parish land; to achieve this Cllr Edmondson and Cllr Holborn have agreed to visit the site and agree the location of the boundary and the best place for the new fence.

viii) There was no Public comment when invited by the Chair.

5. The Parish Clerk's report was received.

i) Resolved: The Council agreed that the due payment documentation should be updated so, Jane Hill, can make payments on behalf of Council.

ii) Resolved: The Council agreed the following meeting dates: Monday 6th December 21, Monday 10th January 21, Monday 7th March, Monday 2nd May 22 (note usual bank holiday moved due to Queen's Jubilee), Monday 6th June 22, Monday 1st August 22, Monday 3rd October 22, and Monday 5th December 22.

6. The Council reviewed the draft 2022-23 full year budget and made no additions or changes.

Resolved: The Council agree that the draft budget reflects the spending requirements of the Parish Council for the financial year 2022-23.

7. The Council reviewed and confirmed the month bank transactions and received the latest bank reconciliation.

i) Resolved: The Council agree to cease its subscription to Parish Online (£90 per year)

ii) Resolved: The Council agreed the following payments be authorised for payment.

	Description	£
UT2	SALC training J Elnaugh – invoice 24699	£90.00
UT3	SALC training J Hill – Invoice 25072	£120.00

iii) Whilst reviewing the water bill at the allotments it was agreed that the Clerk would check whether the water bill at both sites was estimated or whether a water meter water reading was required. Cllr Edmondson offered to provide that latest meter readings should they be required.

iv) It was noted that the Chair confirmed the latest bank reconciliation.

8. The two planning application results notified by MSDC since the last Parish Council meeting were noted.

9. It was highlighted that there was a new planning at High Gables, The Street. The Council agreed that an extra-ordinary Parish Council meeting was not required to review this application+.

10. When the Chair opened the meeting to public comment the following question was raised; who was responsible for cleaning the road signs around the village? Following a discussion it was agreed that cleaning the signage should not to taken on as a responsibility of the Council but left to individuals in the village.

11. There was one item raised for inclusion on the next agenda, this was a discussion regarding the proposal by Cllr Edmondson to place white gates at the entrance to the village to enhance the village sign.

12. The next meeting was confirmed for 8pm Monday 6<sup>th</sup> December 2021 at the village hall.

13. The meeting closed at 9.02pm.

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