

DALHAM PARISH COUNCIL

Minutes of the meeting held on Thursday 16th November 2017

Councillors present: Isobel Aylott (Chairman), Rachael Padman, John McDonagh and Simon Bates.

Also present: Joanne Kirk (Clerk), Will Wright (Families and Communities Officer for Forest Heath District Council) and two members of the public

Open Forum

Will Wright introduced himself and explained his role, which is to act as a link between parish councils and district councillors. If the village has a project it would like to run, he would be a good person to contact. He is also a young person's specialist in the team at FHDC. He spoke about a project in Newmarket called Teen Chill which takes place on Friday nights at the Leisure Centre.

1. Acceptance of apologies for absence

Apologies were received from John Riddell. County Councillor, Robin Millar, also sent his apologies.

2. Declaration of Interest in items on the agenda

No councillors declared an interest in any items on the agenda.

3. Approval of minutes of the meeting held on Thursday 28th September 2017

It was resolved that the minutes were correct. The chairman then signed them.

4. County Councillor's Report

A written report was received.

5. District Councillor's Report

No report was received.

6. Police issues

There were no issues to report.

7. Co-option of new councillors

It was resolved that David Fitch would be co-opted onto the Parish Council. He completed a Declaration of Acceptance of Office and a Register of Interest form.

8. Update on list of actions agreed at the last meeting

There were two outstanding councillor actions.

9. Finance

a) Approval of any payments and signing of Schedule of Payments

It was resolved that the following payments would be approved:

- One Suffolk – website hosting fee - LGA 1972, s111 - **£60.00**
- J P Kirk - expenses – LGA 1972, s111 – **£10.50**
- K Hutchinson & Son - Verge cutting - Highways Act 1980, s96 - **£432.00**

Rachael Padman and John McDonagh checked and signed the schedule of payments. Rachael Padman countersigned it.

b) Approval of payments authorised between meetings

The following payment was authorised between meetings:

- 11/10/17 – BDO – annual audit - **£120.00**

c) Regular payments made between meetings but previously authorised

The following regular payment was made:

30/10/17	J P Kirk - salary	£217.78
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d) Approval of the record of online payments made since the last meeting

Rachael Padman checked and signed the record of online payments.

e) Signatory to complete the checklist of Internal Controls

Rachael Padman completed and signed the checklist of internal controls.

f) Update on the Annual Audit 2017

The clerk has been notified that BDO will no longer be raising a qualified issue.

g) Email from Dalham VH requesting a donation

It was resolved that £200 per annum would be paid for use of the village hall along with an annual donation of £300 starting in April 2018.

h) Draft budget 2018-2019

It was resolved that the draft budget would be approved and that the precept request would be £6,132. This is an increase of 2.09% which equates to £0.97 per annum per band D household. The parish council element for a band D household will be £47.32 per annum an increase from £46.35.

i) Updating the signatories for the Council's bank account

It was resolved that John McDonagh would be added as a signatory.

j) Opening a deposit account for the Council's reserve

It was resolved that the clerk would open a deposit account for the Parish Council's Reserve.

10. Planning**a) DC/17/2410/TCA - Sound Ground, 2 Lidgate Road, Dalham - 4 sycamore**

Councillors agreed to look at the site in daylight and report back to the clerk.

11. Highways/Rights of Way issues/tree/transport issues**a) Speed management measures - white gates and 30mph roundels**

The Parish Council has received a quote of £4,550 for white gates at the Lidgate entrance to Dalham, which the Council felt was excessive, and £250 for a 30mph roundel. County Councillor Robin Millar agrees with this and is going to take it up with Suffolk County Council. A second quote has been received from JACS UK of £1,834 + VAT. It was resolved that the Council would postpone a decision until it has more data from the VAS about where the speeding problem in Dalham occurs. Simon Bates and John McDonagh agreed to help extract the VAS data into a more user-friendly format.

e) Concerns about safety of the crossroads with Gazeley Road and the B1085 heading to Moulton

It was resolved that Simon Bates would email information about the location of the junction for the clerk to report to Cambridgeshire County Council. Isobel Aylott agreed to find historical information about accidents at the junction

12. Village issues**a) Update on the progress of the footpath map**

This item is ongoing.

b) Village sign

The sign needs some attention. Isobel Aylott agreed to look at the sign and report back at the next meeting.

c) To set a date for some additional defibrillator training

The clerk was asked to contact Martyn Blackford to find out if he would be able to offer the training on a Saturday morning in January.

d) Broadband

A cabinet has been installed in Lidgate Road but is not been published to Broadband providers yet. BT will be introducing WIFI calling in January 2018. It was resolved that the clerk would contact Matthew Hancock MP to find out about Broadband in Dalham and if it will serve all properties or only a small proportion.

13. Correspondence**a) Letter from Forest Heath Crime Prevention Panel re Santa's Sleigh**

It was resolved that the Parish Council would not request a visit from Santa's Sleigh this year.

b) Dog Fouling

It was resolved that information about how to report dog fouling would be included in the next newsletter.

c) Email from Dalham VHMC re a change of meeting day from January

It was resolved that the next meeting would take place on Wednesday 17th January 2018 at 7pm.

14. Any other business for noting or including on the next agenda

The clerk was asked to find out the way forward for the Woodyard now that the appeal has been turned way and report back at the next meeting.

There being no further business the meeting closed at 9pm.

Signed (Chairman) Dated