

DALHAM PARISH COUNCIL**Minutes of the meeting held on Thursday 18th July 2019**

Councillors present: John Riddell (Chairman), David Fitch, Rachael Padman and Jackie Bolton

Also present: Joanne Kirk (Clerk), District Councillor Mike Chester and one member of the public

Open Forum

The following issues were raised during the Open Forum:

- Speeding on Stores Hill
- 1. **Acceptance of apologies for absence**
Apologies were received from Claire McDonagh and Isobel Aylott.
- 2. **Declaration of Interest in items on the agenda and dispensation requests**
No councillors declared an interest in items on the agenda.
- 3. **Approval of minutes of Annual Meeting of the Parish Council held on Wednesday 8th May 2019**
It was resolved that the minutes were correct. The chairman then signed them.
- 4. **Update on list of actions agreed at the last meeting**
There were three outstanding councillor actions.
- 5. **County Councillor's Report**
No report was received.
- 6. **District Councillor's report**
District Councillor Mike Chester emailed a report ahead of the meeting which was circulated to councillors. The key points in the report were:
 - **Barley Homes**
A development company now wholly owned by West Suffolk Council has planning permission for two sites in Haverhill.
 - **Housing and land supply**
West Suffolk Council is one of the few Councils to achieve housing targets and have an adequate land supply (6.5 years).
 - **Development**
Of the eight villages within this ward, most are constrained from development (other than infill) by the Policy of Rural vision 2031. He is seeking parish council's views of their vision in terms of potential and acceptable growth.
 - **Rough Sleeping**
The door to private sector housing for rough sleepers has been unlocked thanks to a successful bid for £290,000 of Government funding. More than 150 St Edmundsbury households required council support for homelessness in the run up to last Christmas.
 - **Plans for a new mosque in Newmarket**
Newmarket Islamic Cultural Centre has applied to West Suffolk Council for permission for a change of use to a mosque for building it owns in St Mary's Square.
 - **County Lines**
There are now more active drug lines in western Suffolk than in Ipswich. This a growing problem nationally and everyone needs to be vigilant and report suspicious behavior.
 - **Cuts to bus services**
Suffolk County Council are to axe bus service subsidies to save £340,000. Local bus services must be protected.
 - **Parking on exit parking in Bury St Edmunds**
Pay-on-exit car parking is up and running in Bury St Edmunds, a recent reduction in car park use has been reversed although people several living in the ward have complained of high parking charges. A number of questions were asked about the new system in the St Andrew's Street car park in Bury.
 - **Visitors to Bury St Edmunds town centre are spending more and staying longer according to a recent survey**

The town's car parks are busier than they have been since the survey began in 2012 and 90% of respondents welcomed West Suffolk Council's Pay on Exit parking trial which started this month, although car parking was also highlighted as a "negative issue" alongside public toilets.

- **Campaign to stop parents idling in their cars outside schools**
West Suffolk Council has this week launched a 'no idling policy' because of the harmful effects on children's health from vehicle fumes.
- **Rural Task Force**
It is proposed that Cabinet establish a Rural Taskforce to identify the key issues, assets and challenges in rural communities. Mike Chester will be chairing the committee.

7. Police issues

There are ongoing concerns about speeding in the village.

8. Finance

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

It was resolved that the following payments would be approved:

- J P Kirk - expenses — **£11.08**
- SALC – Councillor training - LGA 1972, s111 - **£27.60**
- Risby Parish Council - 1/6 of the cost of a print cartridge - LGA 1972, S111 - **£6.24**

Rachael Padman and David Fitch signed the Schedule of Payments. The Chairman then countersigned it.

b) Approval of payments authorised between meetings

No payments were authorised between meetings.

c) Statement of receipts and payments (including online payments) made since the last meeting

Receipts		Details		Amount
25/04/19		West Suffolk Council - precept payment		£6,276.00
Payments	Minute reference	Details	Method	Amount
09/05/19	147/12a	J P Kirk - expenses	Online	£29.80
09/05/19	147/12a	Dalham Village Hall - donation	Online	£300.00
09/05/19	147/12a	Dalham PCC	Online	£500.00
09/05/19	147/12a	Mrs C Whitaker - internal audit	Online	£65.00
09/05/19	147/12a	SALC - membership	Online	£136.53
10/05/19	138/8g	Risby PC - pension payment	S/O	£15.00
30/05/19	138/8e	Staff costs	S/O	
11/06/19	144/10a	K Hutchinson and Son - verge cutting	Online	£444.00
30/06/19	138/8e	Staff costs	S/O	

It was resolved that the statement of receipts and payments would be approved.

d) Bank balances as of 30th June 2019 and confirmation of bank reconciliation

Current account: £4,848.09

Reserve account: £6,004.90

Rachael Padman verified and signed the bank statements.

e) Councillor to complete the checklist of internal controls

Rachael Padman completed the checklist of internal controls.

f) Email from Community Action Suffolk about their new Parish Protect insurance policy

Community Action Suffolk in conjunction with RSA (Royal and Sun Alliance Insurance Group) now offers a policy called Parish Protect. It was resolved that the Council would switch to this policy as the cover offered meets the needs of the parish council better.

9. Planning

- a) **DC/19/1367/HH and DC/19/1368/LB - Installation of fence and gates to southern boundary (following removal of timber panel fence and timber picket gates) – Lane End, Church Lane**

It was resolved that a planning meeting would not be required as councillors felt the new gates would be an improvement on the existing gates.

10. To review the following policy documents

- a) Financial Regulations**
It was resolved that no amendments were necessary.
- b) Standing Orders**
It was resolved that no amendments were necessary.
- c) Equal Opportunities Policy**
It was resolved that no amendments were necessary.

11. Highways/rights of way matters/tree or transport issues:

- a) Quote for Three Villages footpath leaflets**
The cost of 1,000 leaflets is £295. It was resolved that Dalham Parish Council would pay a third of the cost of the leaflets (£98.33).
- a) Designation of a 20mph area along The Street**
It was resolved that the clerk would email Robin Millar to ask him if he would support a 20mph area along The Street and to progress our past request for Highways to move the 30mph signs further up Stores Hill away from the village which Highways has previously approved. The clerk was also asked to find out if it would be possible to move the 30mph signs further out of the village on Lidgate Road.
- b) Email from Suffolk on Board about possible ways timetables will be produced in future.**
The Parish Council has received an email from Suffolk County Council saying that they would no longer be updating road bus timetable cards across Suffolk. Three alternative options were presented. It was resolved that the Parish Council would go for Option 3 where Suffolk County Council will continue to provide timetables, but the Parish Council will have to pay for the service. The cost will be £9 for a small card which can either be posted at a cost of £5.25 or put up by Suffolk County Council which will cost £30.
- c) Suffolk County Council's Green Access Strategy Consultation**
It was resolved that the clerk would email the information to councillors and that would John Riddell would respond on behalf of the Council.

12. To discuss any village issues:

- a) Missing sign near the kissing gate**
Following a request for information in the newsletter, a resident has confirmed that two of the three missing signs are being stored in his garage for safe keeping. It was resolved that the clerk would ask Isobel Aylott for a photo and the dimensions of the sign. Once these are received, she will contact the Dalham Estate to ask if they would be willing to give their permission for the sign to be erected on the footpath up to the church near the kissing gate. If permission is granted, it was resolved that the Parish Council would use some of the parish plan money to pay for the posts and the installation.
- b) Moving the litter bin**
The clerk was asked to check with Isobel Aylott about moving the bin and to obtain a quote for installation.
- c) New footpath map**
It was resolved that the clerk would request a quote from Suffolk County Council for a new footpath map in the same format as the footpath leaflets, and with the three circular routes, the three churches walk, three villages walk, and the route to Ashley marked on it in different colours with a key naming the different routes.
- d) Update on the village sign**
The clerk rang Ben Temple on 16th July. He apologised for not having completed the sign and explained that he was busy with other work. It was resolved that the clerk would contact him and give him a 3 months deadline (end of October 2019) otherwise the Parish Council would like its deposit refunded and the old sign to be returned.
- e) Emailing the newsletter to residents**
It was resolved that this item would be deferred until the next meeting.
- f) 30mph bin**
It was resolved that the clerk would investigate the cost and designs of different kinds of bin stickers.

13. To discuss the following correspondence:

- a) Email from neurology charity Headway Suffolk hosts its fifth annual Neuro Conference on Wednesday 16th October at Wherstead Park, Ipswich from 9.30am - 4.30pm.

No councillors were able to attend.

14. Any items for noted or including on the next agenda

The following items will be added to the next agenda:

- Rural issues which Dalham Parish Council would like to be raise with West Suffolk Council.

There being no further business the meeting closed at 8.44pm.

Signed (Chairman) Dated