

**DALHAM PARISH COUNCIL****Minutes of the meeting held on Thursday 17<sup>th</sup> September 2020 via Zoom**

**Councillors present: John Riddell (Chairman), David Fitch, Claire McDonagh, Rachael Padman and Isobel Aylott.**

**Also present: Joanne Kirk (Clerk), County Councillor Andy Drummond, District Councillor Mike Chester and one member of the public.**

**Open Forum**

The following issues were raised during the Open Forum:

- One resident asked District Councillor Mike Chester how he voted at the Development Control meeting when the Woodyard application was discussed. He confirmed that he voted refusal. He also explained West Suffolk Council's process now that the Development Control Committee has voted against the Case Officer's recommendation.
- Andy Drummond explained that he is also a West Suffolk councillor with a portfolio which includes planning and enforcement. He asked for the application to be withdrawn in July as he wanted to be sure that it was a valid application. He confirmed that the application for affordable housing constitutes a valid application. The application is likely to be discussed again in October. He has tried to find out the situation with regard to an application which has not got Building Regs approval but has not been given a satisfactory answer yet. Without a Building Regs certificate it seems feasible that the properties will not be able to be sold.

**1. Acceptance of apologies for absence**

No apologies were received.

**2. Declaration of Interest in items on the agenda and dispensation requests**

Rachael Padman declared an interest in item 9b on the agenda.

**3. Approval of the minutes of the held on Thursday 16<sup>th</sup> July 2020 and the planning meetings held on Thursday 30<sup>th</sup> July 2020 and Thursday 20<sup>th</sup> August 2020.**

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

**4. County Councillor's Report**

County Councillor Andy Drummond sent a written report prior to the meeting.

**5. District Councillor's report**

District Councillor Mike Chester sent a written report prior to the meeting.

**6. Update on list of actions agreed at the last meeting**

There were three outstanding councillor actions.

**7. Police issues**

No issues were raised.

**8. Finance****a) Approval of any payments and signing of the Schedule of Payments**

It was resolved that the following payments would be approved:

- Risby Parish Council – annual phone costs (12% of cost of clerk's mobile phone) - LGA 1972, s111 - **£24.39**
- Risby Parish Council – print cartridge (1/6) - LGA 1972, s111 - **£7.90**
- Scribe – accounting software (1/6) - LGA 1972, s111 - **£69.40**
- Community Action Suffolk – Insurance - LGA 1972, s111 - **£234.08**
- J P Kirk – expenses - LGA 1972, s111 – **£12.67**

Rachael Padman and Claire McDonagh signed the Schedule of Payments. The Chairman then countersigned it.

**b) Approval of payments authorised between meetings**

The following payment was made between meetings:

- Community Action Suffolk – website accessibility audit and scan – LGA 1972, s111 - **£144.00**

It was resolved that the payment would be approved.

**c) Statement of receipts and payments made since the last meeting**

**Receipts****Payments**

Date	Description	Total
17/07/2020	Clerk's expenses	£4.50
30/07/2020	Clerk's salary	
11/08/2020	Pension payment	£15.00
18/08/2020	Website accessibility audit	£144.00
24/08/2020	Donation	£95.94
31/08/2020	Clerk's salary	
10/09/2020	Pension payment	£15.00

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

**d) Bank balances as of 1<sup>st</sup> September 2020 and confirmation of bank reconciliation**

Current account	£6,079.90
Reserve account	£4,507.56
<b>Total in Banks</b>	<b>£10,587.46</b>

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) Six-month budget review**

There was an under/overspend on the following items:

- Website - £120 overspend as the Council paid for a website accessibility audit
- £210 overspend for defibrillator maintenance (new battery and pads). £200 of this was covered by allocated funds for defibrillator maintenance.

There was a budget surplus for the following items:

- VAT refund £226, which was larger than anticipated
- £1,965 locality funding from County Councillor Andy Drummond for the replacement village sign.

**9. Planning****a) To approve the Council's final response to the Government's planning consultations - *Changes to the current planning system, Planning for the future and Transparency and competition: a call for evidence on data on land control***

It was resolved that the responses prepared by John Riddell and David Fitch would be approved and the clerk would be authorised to submit the Parish Council's comments to NALC.

**b) Update on the Woodyard**

See issues raised during the Open Forum above.

**c) DC/20/1441/TCA - 36 The Street, Dalham - (i) 1no. Cherry (T1 on plan) - fell (ii) 1no. Pear (T2 on plan) - reduce height by up to 4 metres**

It was resolved the no objections would be made to this application.

**d) DC/20/1454/TCA - Manor Cottage, The Street - Sorbus Aria (T1 on plan) overall crown reduction by 1.5 metres and crown thin by 30%**

It was resolved the no objections would be made to this application.

**10. Highways/rights of way matters/tree or transport issues:****a) Email from a resident about speeding on Stores Hill**

It was resolved that the clerk would email County Councillor Andy Drummond about the possibility of moving the 30mph sign up Stores Hill because of the lack of a pavement and problems with some vehicles speeding. Andy Drummond said it is possible that the Parish Council might be expected to contribute to the cost.

**b) Email from Quiet Lanes Suffolk about their Quiet Lanes initiative**

It was resolved that the Parish Council would register for the initiative and nominate the following roads:

- Church Lane
- Cycle route 51 from Denham to Gazeley

**c) Quote for post support spikes for posts for new Dalham footpath routes**

It was resolved that the Parish Council would order 10 footpath posts and spikes and that the clerk would be authorised to make a payment up to £200.

**d) Update on problems with sections of the Three Villages Walk which are overgrown and impassable as a result**

Lidgate Parish Council has spoken to County Councillor Mary Evans about the overgrown sections of the Three Villages Walk. She has agreed to speak to Rights of Way about it to see if there is a way forward to improve this section of the route. It was resolved that Dalham Parish Council would wait for an update from Mary Evans and, depending on her response, may suggest that all three villages work together to find a solution.

**11. To discuss a possible change to the clerk's working hours**

The clerk notified the Parish Council of her intention to work Monday – Thursday only. Councillors confirmed that they were happy with this change.

**12. To discuss any village issues:**

**a) How the Parish Council can work with and support volunteer groups in the village**

It was resolved that Isobel Aylott would be volunteer co-ordinator to act as a point of contact and give advice to volunteers.

**b) Application for locality funding**

Mike Chester agreed to send some information.

**c) Email from Dalham Village Hall Committee asking if the Parish Council would be able to change its meeting day**

It was resolved that future meetings would take place on the third Wednesday in January, March, May, July, September and November. The decision to hold meetings via Zoom will be reviewed at every meeting.

**d) Great Barrow Run and removing the stickers and markings after the event**

It was resolved that the clerk would contact the Great Barrow Run and ask them to remove stickers and notices after the event.

**13. To discuss the following correspondence:**

**a) Email from Anglian Water about their proposals for a new strategic pipeline, part of which will pass through Dalham – for information only**

It was resolved that information about the proposals would be included in the next newsletter.

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

The following items will be included on the next agenda:

- The Suffolk County Council Boundary Commission review

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

Signed ..... (Chairman) Dated .....