

DALHAM PARISH COUNCIL

Minutes of the meeting held on Wednesday 20th January 2021 via Zoom

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

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

Open Forum

No issues were raised during the Open Forum.

1. Acceptance of apologies for absence

Apologies were received from Claire McDonagh and the reason for absence accepted.

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

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

3. Approval of the minutes of the held on Wednesday 18th November 020

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.

There should be a Suffolk County Council election on 6th May, but as it is difficult to canvass during a lockdown, discussions are taking place to decide whether to postpone the elections until October 2021.

Ten ANPR vehicle activated signs have been purchased by Suffolk County Council to use in rural areas. Parish Councils can submit a formal request for the ANPR camera to be used in Dalham.

5. District Councillor's report

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

6. Co-option of two new parish councillors – presentations by residents who have put their names forward to be co-opted.

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

There were two outstanding councillor actions.

The following actions have been completed:

- The Parish Council's response to the Sunnica consultation was submitted 01/12/20
- The Parish Council's response to West Suffolk Council's Issues and Options consultation was submitted 10/12/20

8. Police issues

Suffolk Police has been notified by Trading Standards of a COVID 19 scam.

A fake text message is circulating purporting to be from the NHS offering the Covid-19 Vaccine. The link takes you to a fake NHS website which requests personal and financial details. The Covid 19 vaccine is free and the NHS will NOT ask for financial details for the vaccination.

Suffolk Police is currently undertaking a survey about the possibility of raising the policing element of the council tax precept for the next financial year to enable police numbers to be increased.

9. 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 – 1/6 of cost of document shredding – LGA 1972, s111 - **£6.67**

Rachael Padman and John Riddell agreed to sign the schedule of payments and invoices after the meeting.

b) Approval of payments authorised between meetings

No payments were authorised between meetings:

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

Receipts**Payments**

Dalham Village Hall - donation	£200.00
Risby Parish Council - pension payment	£15.00
Clerk's salary	£237.12
Risby Parish Council - pension payment	£15.00
Clerk's salary	£237.12

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

d) Bank balances as of 11th November 2020 and confirmation of bank reconciliation

Current account	£3,985.78
Reserve account	£4,507.56
Total in Banks	£8,493.34

Rachael Padman agreed to verify and sign the bank statements after the meeting.

e) Councillor to complete the checklist of internal controls

Rachael Padman agreed to complete the checklist of internal controls after the meeting.

f) Approval of the 2020/21 budget and precept request

It was resolved that:

- The 2021/22 budget would be approved
- The precept request will be £6,382. The parish council element for a band D household will be £51.09 per annum an increase from £50.16 which equates to £0.93 per annum per band D household, an increase of 1.85%. The clerk and Chairman agreed to sign the Parish Estimates form after the meeting.
- All budgeted amounts which have not been spent by the end of the financial year will be transferred into the Council's earmarked reserves.
- An earmarked fund for VAS maintenance will be included in the 2022/23 budget.
- An agenda item will be included to discuss the allocation of the Parish Council's general reserve.

10. Planning**a) DC/18/1425/FUL – The Woodyard – notification of an appeal**

It was resolved that the Parish Council would submit the following response:

Dalham Parish Council would like to re-iterate the comments made in our previous response. We strongly support the reasons for objection put forward by West Suffolk Council.

b) Suffolk County Council's Street Design Guide consultation which runs until 10th February 2021 -

<https://www.suffolk.gov.uk/assets/planning-waste-and-environment/planning-and-development-advice/Suffolk-Design-Streets-Guide-R-compressed.pdf>

It was resolved David Fitch would prepare a response on behalf of the Parish Council.

11. Highways/rights of way matters/tree or transport issues:**a) Update on the meeting between James Pickerin from Rights of Way and three parish councillors from Dalham, Lidgate and Ousden about the Three Villages Walk and other rights of way queries**

Isobel Aylott updated the Parish Council about the meeting with Rights of Way Officer James Pickerin. They walked the section of Three Villages Path walk between Lidgate and Dalham which is impassable in places. James Pickerin agreed to speak to the landowner to ask him to remove two fallen trees and then go back to him again to resolve the other issues raised.

b) Update from SCC about the Highways improvement measures requested (40mph lead in signs on Stores Hill and Lidgate Road, the idea of painting white lines on the side of the village streets to indicate a pedestrian walkway, possible 'pedestrian in road' signs on the B 1085)

Andy Drummond has requested that a survey be carried out by Highways on Stores Hill to assess whether the changes requested by Dalham Parish Council are justified. The cost will be covered out of Andy Drummond's Highways budget.

It was resolved that the Parish Council would submit a formal request to Andy Drummond for one of the new ANPR camera to be used in Dalham on Stores Hill, Lidgate Road and The Street.

c) Update on the Quiet Lanes initiative

Dalham Parish Council nominated two lanes initially, however now that more information has been received councillors agreed that neither road is suitable. It was resolved that the road up Denham Hill from Dalham would be nominated. The next steps will be to walk the route to decide on the location of signs. John Riddell agreed to help out with the project. The clerk agreed to produce a consultation letter.

d) Update on the progress of installing finger posts for Dalham footpaths

James Pickerin agreed to follow up with this. The clerk agreed to email him to find out if he has made any further progress.

e) Footpath leaflets

It was resolved that 2,000 Three Villages Walk leaflets would be ordered to be shared with Ousden and Lidgate Parish Councils with the cost of £345 to be split three ways. In addition 2,000 Dalham Walks leaflets will be ordered at a cost of £345. The clerk agreed to request that an error in the leaflet be amended before printing and that information about Dalham Village Hall car park being free be removed as the Village Hall Committee is considering whether to charge for its use.

12. Review of Zoom meetings

It was resolved that the Parish Council would continue with Zoom meetings until Coronavirus restrictions are lifted.

13. To discuss any parish issues

No issues were raised.

14. To discuss the following correspondence:

a) Email from Vince Williams Community Emergency Planning Officer for West Suffolk Council asking if Dalham Parish Council would consider preparing an Emergency Plan.

The clerk agreed to email an updated version of the Risby Emergency Plan to use as a starting point. David Fitch agreed to contact the Community Emergency Planning Officer for West Suffolk Council Vince Williams.

b) Email from SARS requesting a donation

It was resolved that a donation of £50 would be made.

c) Email from the Office for National Statistics about the 2021 census and asking for help circulating Census information and volunteers and venues where support can be available to those in the community who need help to complete the Census – for information only

d) Email from The Sicon Foundation about tree planting in communities

As the Parish Council does not own any land it was resolved that John Riddell would forward this information on to a resident who might be interested.

e) Email from Suffolk's Police and Crime Commissioner about the possibility of raising the policing element of the council tax precept for the next financial year to enable police numbers to be increased (for information only)

15. Resolution to exclude press and public under the Public Bodies (Admissions to Meetings) Act 1960: the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information

It was resolved that the remainder of the meeting would take part during a closed session.

16. Co-option of a councillor – Closed session

It was resolved that Ann Ward would be co-opted onto the Council.

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

a) DC/21/0049/TCA – Chapelfield, The Street - five Leylandii Cypress reduce height down to level of adjacent electricity pole; prune northern side only

This application was received after the agenda had been published however councillors did not feel an additional planning meeting was necessary as they have no concerns about the application. John Riddell did not take part in the discussion as the trees adjoin his property.

- b) Jackie Bolton requested that a vote of thanks be recorded for all the volunteers who have supported residents during lockdown.

There being no further business the meeting closed at 9.05pm.

Signed (Chairman) Dated