

DALHAM PARISH COUNCIL**Minutes of the meeting held on Thursday 20th January 2022**

Councillors present: John Riddell (Chairman), Rachael Padman, David Fitch, Ian Petchey and Isobel Aylott.

Also present: District Councillor Mike Chester, County Councillor Andy Drummond, Antonia King (clerk).

1. **Chair's Welcome** - Chair opened the meeting at 7.30pm.
2. **To receive Apologies of Absence** – Cllrs Bolton and Ward submitted their apologies, their apologies were accepted.
3. **To receive Declarations of Pecuniary and local Non-Pecuniary Interests** – there were no declarations of pecuniary and/or local non-pecuniary interest for the agenda under discussion.
4. **To receive comment from the members of the public present:**
 - a) On the agenda under discussion – none received.
 - b) Matters regarding Dalham in general – none received.
5. **To receive and approve the minutes of the last meeting held on 18th November 2021.**
 - a) Approval of the minutes was given by all present, Chair signed the paper copy of the minutes.
6. **Reports for information –**
 - a) District Councillor, Mike Chester. For a copy of the report go to:
 - b) County Councillor, Andy Drummond. For a copy of the report go to:
Discussions were had regarding the “20’s Plenty campaign”, and what factors make areas enforceable. It was pointed out that Dalham has an aging population, no street lighting, no footpaths or pavements for pedestrians and areas of single-track roads. Cllr Drummond requested that the clerk should e-mail him to formally request the 20’s Plenty to be enforced in Dalham.
7. **Police Matters –**
 - a) The clerk reported that heritage post boxes were being targeted by thieves in rural areas including Depden Green, Ashfield Green, Chedburgh and Cowlinge.
8. **Matters arising from Minutes of the last meeting that are not an agenda item:**
 - a) Online banking – Cllr Petchey confirmed that he had received all the information and equipment from Lloyds Bank and he had full access to the council’s accounts.
9. **To receive and consider all financial matters:**
 - a) **To approve items for payment – future and retrospective:**
It was resolved that the following payments would be approved:
 - Clerk salary - £203.84 for December and January
Cllr Padman and Cllr Riddell signed the Schedule of Payments.
 - b) **To note the accounts paid/received since the last meeting:**
All accounts paid had been previously authorised with the approval minute noted.

Receipts

Date	Description	Supplier	Total
09.11.21	Interest	Lloyds Bank	£0.04
09.12.21	Interest	Lloyds Bank	£0.04

Payments

Date	Description	Supplier	Total	Min, Ref
15.11.2021	Verge cutting	K.Hutchinson	£457.20	194/8f
29.11.2021	Print cartridge (1/6)	Risby Parish Council	£13.58	212/9a
30.11.2021	Salaries	Antonia King	£203.84	212/9a
30.12.2021	Salaries	Antonia King	£203.84	212/9a

c) Bank reconciliation for period ending 08.11.21:

Lloyds Treasurers Account against bank statement	£4681.88
Lloyds reserve account	£45008.92
Total in Banks	£9190.80

CLlr Padman and CLlr Riddell verified and signed the bank statements.

d) To approve and sign the checklist of Internal Controls

CLlr Padman signed the checklist of internal controls.

e) To authorise and sign the precept budget for 2022/2023 –

The clerk advised that the verge cutting was expected to increase by at least 25% due to changes in diesel regulations. To reflect this, the council agreed to increase the precept to £7029.00. The chair and clerk signed the paperwork.

f) To authorise the purchase of a laptop for the clerks use:

The purchase of a Lenovo laptop or similar was authorised. The laptop will be owned by Dalham Parish Council and listed on the asset register. The expected cost is estimated to be no more than £300.00.

g) To consider the cost of producing Emergency Plan leaflets for distribution:

The clerk advised that Gipping Press had quoted £41.00 to print 100 A5 postcards. It was agreed that 110 postcards would be produced, and with the cost not expected to increase significantly authorisation was given to the clerk to accept the quote and order the postcards.

10. Planning:

The clerk updated the council:

DC/21/2007/FUL - Pending

a. one dwelling on land at the rear of The Affleck Arms public house

b. shared access with existing vehicle access for public house Location Land Rear Of 1 Brookside Dalham Suffolk

DC/21/2236/HH – Approved

Planning application - installation of enclosure to existing outdoor pool - Dalham Hall Church Lane Dalham Suffolk CB8 8T

11. To receive and consider matters relating to the following:

a) **Volunteer projects – to consider organising volunteer groups to take on projects:**

- **Footpath posts:** Cllr Aylott reported that subject to authorisation given to gain access to land and improved weather conditions, the footpath post will be erected as soon as possible.
- **Malt Kiln:** It was agreed that the land owners would be approached to discuss the buildings upkeep, Cllr Riddell volunteered to speak with the owners. The clerk is to investigate the possibility of historical building grants to help with the upkeep.
- **Footpath leading to Ousden:** The clerk is to contact the footpath officer and report the condition of the path.

b) **Wildlife Friendly Village - Update regarding the pond ownership, land boundaries and to consider the way forward:** Following the receipt of an official copy of the register of title, the clerk confirmed that the pond was under the ownership of Dalham estate, who are not willing to consent to the parish taking it on as part of their biodiversity plans. Authorisation was given to the clerk to order a copy of the title plan to accompany the register of title.

Further suggestions were:

- to purchase a piece of land with a pond, to be financed by the villagers.
- To apply for a footpath to be created between the road and the river along the road to Lidgate.
- Moulton have a riverbank/riverbed volunteer group. The clerk will contact Moulton and invite them to the next parish meeting.

c) **ANPR Pilot project - To receive an update:** On further consideration of the site suitability checklist, it was agreed that it would be impossible for the village to meet the criteria required for the problem areas. The clerk is to write to the ANPR Project Leader and explain the criteria is impossible to meet due to the layout of the village.

d) **Community Governance Review – to discuss the possibility of properties on Dunstall Green Road moving into the Ousden Parish:** It was agreed that before any decision could be made, the residents affected must be engaged with and their opinions sort. An article in the newsletter will be published and a letter will be sent to all the homes in Dunstall Green asking for their preference. Initial thoughts were that it would likely have a detrimental affect on parish finances in particular precept figures due to the loss of residences. However, it was acknowledged that there are a small number of houses where it would be more logical that they were in the parish of Ousden.

e) **Warden appointments - to consider the appointment of a Roadside Nature Warden, Tree Warden and Footpath Warden:** It was agreed that a request would be put into the next newsletter. Cllr Aylott volunteered to become the footpath warden. All in favour of her appointment.

f) **Bins – To discuss the possibility of installing a bin on the Ashley Hill footpath:** It was agreed that waste services would be approached once again regarding the addition of Dalham to their collection route. The clerk is to write to Ashley PC to inform them of the numerous complaints that have been received regarding dog fouling on footpaths that fall under their parish.

g) **Newsletter – to receive submissions:** It was confirmed that the following would be included in the next parish newsletter: Vacancies for the Roadside Nature Warden and Tree Warden, and the Community Governance Review.

12. **Emergency Plan - to receive the list of volunteers and consider any further actions that require attention:** 18 volunteers have agreed to have their details put on the Emergency Plan.

It was confirmed that the red backpack will be stored in the village hall.

An email will be set up under the Dalham PC account specifically for use in an emergency:

dalhamemergency@yahoo.co.uk

- 13. **To receive any items of correspondence not previously circulated:**
 - a) Parish and Town Forum, February 9th via Teams.
- 13. **Items for discussion at the next meeting:** None received.
- 14. **Dates of next meeting:**
 - a) Next meeting – Thursday 17th March 2022, 7.30pm Dalham Village Hall.
- 15. **There being no further business to discuss, the meeting closed at 9.28pm**

Signed  (Chairman) Dated 22/2/22