

DALHAM PARISH COUNCIL**Minutes of the meeting held on Thursday 12th January 2023**

Councillors present: Cllr Riddell (Chairman), Aylott, Fitch, Padman, Petchey and Ward.

Also present: District Councillor Chester and 10 members of the public

- 1. Chair's welcome and opening statement.**
- 2. To receive Apologies of Absence** – None received, Cllr Bolton did not attend. It was noted that County Councillor Drummond was unable to attend.
- 3. To receive Declarations of Pecuniary and local Non-Pecuniary Interests** – Cllr Aylott declared an interest for agenda item 11. No requests for dispensation were received.
- 4. To receive comment from the members of the public present:**

All the members of the public present spoke regarding the proposed parking and safety proposals to be discussed under item 10(c). Strong opposition was voiced to the use of yellow lines proposed:

- General aesthetic grounds
- Concerns that it would cause cars to park at other less safe locations in the village
- Impact safety and pedestrians –
 - that the safety issues were not clear and given the absence of accidents were not serious enough to warrant the scheme;
- The scheme would adversely impact the Affleck Arms which should be supported as a business
- Not in keeping with a conservation area which lacked street lighting or signage at present, particularly on the scale proposed
- Removing parked cars might actually cause traffic to go faster and hence increase traffic problems, causing Dalham to become a cut through route for large vehicles.
- There was scepticism over whether yellow lines could be effective in the absence of enforcement which was felt to be very unlikely. (In response Cllr Chester noted the existence of specific parking enforcement resources under the control of West Suffolk District Council, who would take responsibility for doing so).
- Keeping yellow lines clear of mud was also considered a problem.

Some members of the public did agree that parking right on the junction and near the bridge needed to be addressed, since lorries and large agricultural vehicles could not get round the corner but that reporting and taking photos of vehicles had not led to any action and that without lines parking would continue. It was suggested that white lines or additional signage might be used although there was some opposition to additional signage. Temporary bollards were also suggested.

In response to questions, Cllrs clarified that the yellow lines proposed were narrower than the standard size. Cllr Petchey clarified that the original suggestion had been for yellow lines at the junction of Stores Hill and The Street but that Highways had expanded the proposal. He noted that there was a distinction between the Highway Code, which stated you should not park within 10m of a junction and an area marked with double yellow lines where you must not park.

In response to questions on process, the Chairman clarified that Highways would take account of the views of the parish council following this meeting and also of the consultation exercise. He noted that of the 16 responses to the consultation exercise, 15 had been opposed to the scheme.

The Public Forum was then closed and the members of the public present left the meeting.

5. To receive and approve the minutes of the last meeting held on 17th November 2022.

- a) Approval of the minutes was given by all present, Chair signed the paper copy of the minutes.

6. Reports for information –

- a) District Cllr, Mike Chester noted that his report would be ready the following day and circulated by email. [January 2023 District Councillor report](#)
- b) County Cllr, Andy Drummond. A copy of his report had been previously circulated. No questions were raised regarding the report. [December 2022 Monthly newsletter - County Councillor Drummond](#)

7. Police Matters –

- a) None received.

8. Matters arising from Minutes of the last meeting that are not an agenda item:

- a) It was noted that the lectern sign for the Malt Kiln had been delayed, but that it would be ready in the next week or so. Cllr Petchey to take charge of delivery and installation once available.
- b) Cllr Riddell confirmed that he now had the new defibrillator pads and would install them in a day or two.

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 - £212.05 for January
- Clerk salary - £224.81 for February
- Defibrillator pads - £47.94
- PAYE for Clerk (December) - £12.40
- PAYE for Clerk (January) - £12.43
- Gipping Press - £540.00

Cllr Padman and Cllr Aylott 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.

Treasurers Account

Payments made 01.11.22 – 30.11.22

03.11.22	CAS	Website	£60.00	244/9a
03.11.22	K Hutchinson	Verge Cutting	457.20	244/9a
28.11.22	A King	Defib pads	47.94	248/10e
28.11.22	HMRC	PAYE	12.40	244/9a
30.11.22	A.King	Salary	207.48	244/9a
Nov close			£785.02	

Receipts received 01.11.22 – 30.11.22: None received

Nov Close			£0.00	

Instant Savers Account

Receipts received 01.11.22 – 30.11.22

09.11.22	Lloyds Bank	Interest	£0.48	
Nov close			£0.48	

Bank Reconciliation at 30.11.22:

	<u>Treasurers Account</u>	<u>Instant Savers Account</u>
<u>SUMMARY</u>		
<u>Balance of accounts c/f:</u>	<u>£3802.27</u>	<u>£4509.71</u>
Payments in	£0.00	£0.48
Payments out	£785.02	£0.00
<u>Current balance:</u>	<u>£3017.25</u>	<u>£4510.19</u>

Treasurers Account

Payments made 01.12.22 – 31.12.22

29.12.22	HMRC	PAYE	12.40	244/9a
29.12.22	A.King	Salary/Back pay	338.68	244/9a
Dec close			£351.08	

Receipts received since 01.12.22 – 31.12.22

Dec close			£0.00	

Instant Savers Account

Receipts received 01.12.22 – 31.12.22

	Lloyds Bank	Interest	£1.03	
Dec close			£1.03	

Bank Reconciliation at 31.12.22:

	<u>Treasurers Account</u>	<u>Instant Savers Account</u>
<u>SUMMARY</u>		
<u>Balance of accounts c/f:</u>	<u>£3017.25</u>	<u>£4510.19</u>
Payments in	£0.00	£1.03
Payments out	£351.08	£0.00
<u>Current balance:</u>	<u>£2666.17</u>	<u>£4511.22</u>

- c) **To consider and receive the bank reconciliations** - Cllr Padman verified and signed the bank reconciliation against the bank statements.
- d) **To approve and sign the internal controls checklist:** Cllr Padman approved and signed the internal controls checklist.
- e) **To approve the precept final figure for Dalham and Dunstall Green Parish for 2023/24:** it was agreed to approve a final precept request of £7579. It was noted that the clerk had advised that the allocation to pension costs would be shifted to training and travel costs instead but the total was as for the draft discussed in November.

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

- a) **Volunteer projects – to receive an update and consider projects that require attention throughout the village:**

Dalham Parish Council – 12.01.2023
So signed by the Chair at the meeting held on March 16th 2023

- Discovering Suffolk – the quote from Gipping Press for 10 QR codes for the footpath posts was £100. It was resolved to proceed to obtain these and place them on the most prominent posts. It was noted that more Dalham Walks leaflets had been found in the village hall and that therefore only 3 Villages Walk leaflets would be required. It was agreed to order 3 boxes (2000 leaflets) at a cost of £330. Discovering Suffolk should pay half of this cost.

b) Malt Kiln –

- It was noted that the new page on the Dalham website on the Malt Kiln's history had been posted. The council would be able to monitor the usage in future.
- Cllr Chester advised that the locality funding from the District Council for the plaque had been approved.

c) Speed and Safety:

- The village consultation on the parking and safety proposals indicated a majority of residents were against the scheme and its use of yellow lines. Two residents were supportive given safety concerns and the impact on turning vehicles. Those opposed indicated concerns regarding aesthetics, the risk of moving the problem elsewhere in the village and the lack of clarity on the problem being addressed. It was noted that Highways had suggested alternatives or modifications such as warning notices or reducing the scope of the yellow lines to focus on the Stores Hill junction with The Street. The options were to either abandon the scheme altogether or restrict yellow lines to the area near the bridge or to use white H road markings or signage at or near the bus stop. It was agreed that the council should revert to Suffolk Highways to ask for ideas for a reduced scheme that will specifically address the safety issues at the junction and preventing problems for larger vehicles turning at the bridge without the use of, or with minimal use of, yellow lines.
- It was agreed that in the light of the email received from Highways we could proceed with installing an 'ice' warning sign on Denham Hill ourselves and the clerk should be asked to confirm costs for approval.

d) High Risk Locations

- It was agreed that the high risk locations were the roadside verges between the Almshouses on Stores Hill and the Ashley Road junction, and the verge between the permissive path and footpath to Lidgate along the Lidgate Road, which forms part of the 3 Villages Walk.

e) Footpaths:

- Cllr Aylott advised that she was attempting to locate photographs and other documentary evidence showing the existence of the old path linking Dunstall Green to the Denham Road and that it was in use. The path is not on the definitive map of 1991. Further work is to be undertaken.

f) Fixed Asset Inspection:

- Cllr Ward said she had been unable to carry out the fixed asset inspection and accordingly this item was carried forward to the next meeting.

11. Planning Applications to be considered by the council:

DC/22/1947/FUL Construction of a pumping station and associated ancillary infrastructure – land off Herringswell Road, Kentford, Suffolk – the council had no comments and no objection to this proposal.

DC/22/2199/LB and DC/22/2198/HH Householder planning application and Listed Building Consent – two new outbuildings to form studio and workshop (following demolition of existing outbuilding) 5 Brookside, Dalham, Suffolk CB8 8TG. Concerns were expressed that the size, scale and design of the proposed Garden Studio was not in keeping with the vernacular of the village, which would result in it looking out of place in the conservation area. There was particular concern over the use of materials such as painted plywood. It was agreed to oppose the

application, and to object on the grounds of policies DM15 (Listed Buildings) and DM17 (Conservation Areas) relating to these issues.

12. To receive any items of correspondence not previously circulated: all correspondence received had been circulated.

13. Items for discussion at the next meeting:

- Fixed asset review
- Update on position of parish clerk
- PROW update

14. Date of next meeting:

The next meeting will be held at Dalham Village Hall on March 16th 2023 at 7.30pm.

15. Close of meeting

There being no further business to discuss, the meeting closed at 9.00pm

Signed (Chairman) Dated