

Wednesday 7th June 2017 at Old Newton Village Hall commencing at 7.30pm

Present: Cllrs K Goudy (Chair), M Clements, M Shave, M Reeve, S Hill, J Miller, K Baker.
K Price (Clerk), R Lawson, County Cllr Stringer, District Cllr Wilshaw and 7 members of the public.

- 1. To elect a Chairman of the Council and to receive the Chairman's declaration of acceptance of office or, if not then received, to decide when it shall be received.** Nomination received for Jonathan Miller, Seconded. All in favour. Cllr Goudy stood down and Cllr Miller took the office. Cllr Miller thanked Cllr Goudy for all of the work he has done over the years – He was the driving force for the defibrillator and secondly his focus on potholes has been a driving force with Andrew Stringer to make our roads safer for both cyclists and road users in general. Cllr Miller was asked to sign his acceptance of office. Cllr Shave asked if Cllr Miller as the new Chair would get his name engraved and added to the chain of office. Cllr Miller agreed he would.
- 2. To elect a Vice-Chairman of the Council and to receive the Vice-Chairman's declaration of acceptance of office or, if not then received, to decide when it shall be received.** Nominations for Vice Chair – Cllr Baker nominated Cllr Clements – Cllr Clements stated that he would not be prepared to take the Chairmanship in two years but would be honoured to support Cllr Miller as Vice Chair for the next year. Proposed and seconded all in favour. Cllr Clements was asked to sign his acceptance of office.
- 3. Receive any apologies for absence.** Cllr Stringer has sent apologies that he will be running late as he has to attend the Mendlesham meeting prior to ours on a planning issue. Cllr Mary Reeve has informed the clerk that she will be unable to stay for the whole of the meeting.
- 4. To receive any declarations of personal/prejudicial interest.** None received.
- 5. To Consider persons for co-option for the vacancy of Councillor for Old Newton.** The Clerk can confirm that MSDC have stated that no election has been called and we are free to Co-opt at this evenings meeting. We have received four candidates who are prepared to stand as Councillor. These are Liza Helps, Tony Arnold, James Harbidge and Kevin Swinburne. The clerk has invited all candidates to attend this evenings meeting and has prepared some ballot papers for Cllrs to vote. The Chairman invited the candidates to each speak to the parish council before a vote takes place. The candidates were asked to leave the room. Kevin Swinburne has stood down. Each candidate spoke to the parish council and Cllrs then voted by private ballot. Cllr Jill Wilshaw and the clerk counted and verified the votes and Mr Tony Arnold received the majority of votes and was duly invited to join the parish council.
- 6. To approve the minutes of the May meeting held on 3rd May 2017.** The minutes were proposed and seconded and all agreed to approve the minutes as a true and accurate record. The chairman signed the minutes accordingly.
- 7. Clerks Report**
 - Crier submission was submitted.
 - RTI submission was submitted for the month of May
 - All cheques for payment have been issued. All information, minutes and agenda have been uploaded onto the village website. There is an updated version of Know our Cllrs which will need to be uploaded again following co-option of Cllr Tony Arnold.
 - Planning responses were issued to MSDC by the deadline for comments.
 - Clerk has issued links again to the MSDC declaration of interest sites for Cllr Lawson. Clerk has also had a meeting with Cllr Lawson to try and resolve this. If all else fails clerk has now got a paper version that we can complete and return.
 - There has been a reported incidence that upon instruction from the ambulance service to retrieve the defibrillator that the parishioner was unable to access the cabinet. Cllr Miller and the clerk have reviewed the key code and it opens every time. There is a need to press the tick after the code in order for the cabinet to release. It was decided that some clear instructions need to be stuck on the inside of the cabinet to ensure this is clear and doesn't happen again in the future. Fortunately the defib was required as a precautionary measure rather than a life threatening incident. Clerk to check with the ambulance service.
 - Clerk has booked Cllr Clements and herself onto the 6.30pm parish liaison meeting at Needham Market on Tuesday 27th June

Cemetery

- Clerk is still waiting for a cemetery committee meeting to be convened to update the prices even if it is to do nothing we need to be seen to have reviewed them. This was also picked up during the internal audit.
- Clerk has been asked if it would be possible to place an additional cross on a grave in Old Newton Cemetery. There is already a cross to one side of a headstone and a request has been made for another cross on the other side to represent the additional burial of ashes in the plot for Lesley Buckle. Is this something we can approve. If this is adjacent to the headstone, Cemetery committee to meet and discuss before the Clerk responds to the resident.

Police Report

The Clerk thought it would be quite useful to gather the crime data and report on a rolling year basis. April's figures are not available yet.

MONTH	DETAIL OF INCIDENTS / CRIMES
February 2017	1 x crime on or near sports and social club 1 x crime on or near Netherhall Close.
March 2017	1 x violence / sexual offence on or near Lodge Close 1 x violence / sexual offence on or near Greenacres

The next police liaison meeting is scheduled for 29th June at 10am or 11th July at 10am. The clerk has invited Barbara Scarff and David Lilley as Neighbourhood watch co-ordinators and any other Cllr is welcome to attend if they wished to do so. The clerk will provide a report back to the July meeting. Clerk has booked herself onto the 29th June session. Clerk asked about the severity of these crimes. Cllr Tony Arnold will confirm if he is able to join the clerk.

8. Financial matters & Financial report

Internal audit took place on Tuesday 23rd May 2017. Trevor Brown came to conduct the audit at the clerks home address. There were no issues regarding the audit. The report has been issued to all Cllrs and will be summarised as part of the finance review at tonight's monthly meeting. The information from the audit needs to be summarised and published in the July edition of the crier /village website to comply with the transparency code. Clerk to ensure this is done.

The Governance statement was read and approved at tonight's meeting and recorded in the minutes, the minute reference then needs to be included on the audit documents for submission to BDO. Our audit date with BDO is 26th June 2017.

Accounting Statements Financial Year Ending 31.03.17 (Taken from the BDO Audit Summary Sheet – Whole figures only)

Balances bought forward	£22,216
Annual Precept	£19,855
Total Other Receipts	£ 6,525
Staff Costs	£ 9,118
All other payments	£13,809
Balances Carried Forward	£20,442
Total Fixed Assets	£62,509
Total Borrowings	£35,876

Bank Account Balances:

- Cheque account balance = **£25,868.21** (30/05/17)
- Scottish Widows 60 Day account balance = **£3,377.52** (01.04.17)
- Scottish Widows Deposit account = **£253.35** (01.04.17)

The new bank mandate needs completing by Cllr Lawson to include him as our third signatory for Barclays Bank. This was signed at tonight's meeting by both Cllrs Goudy and Miller as the existing signatories. Cllr Lawson to take the form personally into a Barclays branch with his identification documents.

Accounts for payment – May 2017:

- KAREN PRICE - Salary May= £685.35, Holiday Pay month at 12.07% = £82.72
- **Less Tax & NI £10.57, Pension £6.14 = £751.36 + expenses £125.30 = £876.66** (clerks expenses includes the payment by debit card for the payroll moneysoft licence. The Chq raised at the May meeting for £65.00 has been cancelled due to this figure not including the VAT element).
- Moneysoft Payroll Software Annual Subscription - £65.00 + VAT £13.00 = **£78.00** – Paid as part of the clerks expenses
- HMRC – PAYE NI & Tax – Employee £10.57, Employer £12.15 = **£22.72**
- NEST Pension Contribution **DDR** – employee £6.14, employer £7.68 = **£13.82**
- Adam Alexander – Cemetery Maintenance May 2017 - **£217.50**
- Trevor Brown – Internal Audit fee **£140.70**
- CGM – Grasscutting 10th April, 24th April - **£341.93**

Monies Received – May 2017:

- Memorial Stone for the late Kenneth & Betty Rose Cook **£40.00 (payslip 100091)**
- Cemetery fees for late Dean Paul Sutton **£200.00 (payslip 100091)**

Proposed and seconded to pay the accounts. All Cllr's present agreed.

9. Correspondence Received & Circulars:

- Department for Transport – Response letter to Suffolk level crossing reduction order letter dated 3rd May 2017
- Department for Transport – Second letter dated 1st June 2017 was read to the Parish Council.
- MSDC – Phase 2 Boundary Review. Cllr Miller may be able to attend.
- Royal British Legion - Remembrance Survey. Email to Cllr Miller.
- Suffolk Local History Council – Replacement for Mrs Barnes who has retired / resigned. Clerk to include in the next edition of the crier.
- Centurian Traffic Management – Road Closure 6-8th June cancelled
- SALC – Data Protection law change 2018 information
- SALC – Good Councillor Guide 2017 – I have an electronic version on email or we can purchase some from SALC at £3.25 each plus postage. Clerk approved to order x 2 copies for Cllrs to share.
- Footpath email received from parishioner regarding the state of the new boardwalk footpath. Cllrs Miller and Arnold to address the areas they are allowed to cut. Cllr Arnold has already done some of the path and will aim to get there to do the remainder over the next week. Clerk to re-issue the notice in the crier regarding dog fouling along our footpaths.

Various circulars received for information purposes. File circulated during the meeting.

10. To receive District Councillor's Report – Miss Jill Wilshaw.

At the **Annual General Meeting of the Council** Nick Gowrley was duly elected Leader for the next 2 years. This year a Cabinet has been elected as opposed to the Executive we had before. The Cabinet will also include 2 members of the opposition without portfolio. I have been appointed the Portfolio Holder for Housing and Councillor Stringer has been appointed onto the Cabinet as Member without Portfolio. We had our first meeting on Monday and all went well. I hope in future there will be more debate. Anyone from the public is invited to attend any Cabinet meeting if they so desire.

New phone number – MSDC have had a few teething problems with this which is to be expected but they are being ironed out and is certainly much better but please bear with them for a little while longer. The problems have been due to the fact that MSDC have moved the Customer Services Dept, from Hadleigh to Stowmarket which resulted in some staff not wishing to move so leaving. MSDC have now managed to employ new people to fill these spaces so they are going through training at the moment which means they will be up to full employment soon. If you have tried this week to get through I hope you have found it quicker and more efficient.

A new computer system for planning has been installed. All existing data has now been moved to the new system. We can look forward to a new system that will improve the service in the future.

The **Solar PV Project** has been running for the past couple of years by installing solar panels on most of the council houses in the 2 districts has generated an income of £430,000.

The number of **empty houses** MSDC have brought back in to use in the past year is 97 which has generated an income of £130,000 to the local economy.

11. Broadband Update – Mr Arnold. 3rd April 2017 was the go live date for broadband. There have been a lot of teething problems. Cllr Stringer's report also reflects the teething problems experienced.

12. Planning Applications Received

- **1595/17** – Additional information received by MSDC in connection with the erection of a single storey detached building with music room and stables at West Barn, Dagworth Hall Barns, Dagworth Lane, Old Newton IP14 3QN. This is additional information received following the request for comments at the May meeting. Cllr Baker has looked at this in detail. The measurements have reduced from three stables to two. The insulation in the roof is overly insulated. These are for livestock. The tack room and feed room do not need to be insulated and sound proofed. Cllr Baker does not believe that this is an honest proposal. There is still nothing about ventilation and waste. The parish council would like to know exactly what they are using the building for. This appears to be over development of a stable block and a very professional stable and music room. It was felt that this could be used as something else in the future, cllrs were concerned with the extra insulation and other possible purposes of the use of the building. The material facts do not appear to have been provided and cllrs all agreed to re-submit comments from last month and objected again to this application unanimously. Clerk to respond to MSDC.
- **Application for planning permission without compliance of conditions DC/17/02068.** Application under section 73 of the Town and Country Planning Act to vary condition 5 attached to planning permission 2839/11 at Rosebank Cottage, Brown Street, Old Newton, IP14 4PZ.

2 letters of objection from local residents. Cllr Arnold asked if he should declare an interest. He stated that this property does not have a pecuniary interest and therefore the council / clerk agreed he could receive dispensation. Meeting closed so that residents could speak. It was never built as a garage. There are a lot of ambiguities on the planning statement. MSDC response to original permission was granted with conditions. Disabled access was never mentioned in its original documentation. Rear elevation has been changed completely. The garage doors were replaced with a window. The applicants believe they have car parking for three cars but cars are parked outside the boundary on a regular basis. Residents feel this is disrespectful to other residents. Cllr Miller bought the meeting back into session.

Permission was granted with 7 conditions. 3, 5, 6 and 7 appear to have been breached.

Cllr Arnold read his submission of comments to the parish council. Present structure varies significantly from what was originally planned for. Incidental and ancillary to Rosebank – not acceptable as separate dwelling. It states that condition 5 has been breached and this is the amendment that the applicants are requesting. The amendment – Fails to comply to a number of restrictions and requests that the PC strongly protest to the planning authority. Strive to return the annexe to what it was originally intended for. Enforcement officer should be requested to re-visit and ensure that the original conditions are complied with. The Parish Council proposed to Object to the application and ask the enforcement officer to revisit the conditions applied to the property in the first place and to enforce it.

13. Planning Decisions from MSDC

- **4728/16** – Land adjacent Oak House, Church Road, Old Newton. MSDC have granted planning permission. Why have they overlooked the condition to not fill in the pond.
- **1196/17** – Erection of single storey rear extension and erection of porch following removal of the existing entrance lobby and extension of the existing dormer to create en-suite at Willow Lodge – 7 Chapel Road, Old Newton, IP14 4PP. MSDC have granted planning permission.
- **1070/17** – Erection of three cattle building extensions for robotic milking machines at Gate Farm, Gipping. Planning permission has been granted.

14. Cllr Shave – Motion to approach the Post Office to provide a mobile facility to the village - Cllr Shave has asked that the Parish Council approaches the Post Office to seek the positioning of the Post Office mobile van to the village on a regular weekly basis. Nacton, and other villages do get visits from a mobile van. Many of our residents suffer from mobility issues and poor bus services. This to bring the village in line with similar sized villages, and to provide an essential service to the village on a weekly or even fortnightly basis. Village hall car park would be an appropriate parking place. Proposed and seconded – Cllr Baker and the Clerk to investigate and request the post office to consider our request.

15. **Village Notice Boards** – Clerk has received two sets of pricing for the replacement of noticeboards. It was raised at the last meeting that the noticeboard outside the school is an embarrassment and we should also look to replace the one on the shoulder of mutton cross roads and outside the shop. 3 noticeboards in total. Proposal to purchase 2 single for the shop and the school and one double – shoulder of mutton cross roads and outside the shop. 3 noticeboards in total. Clerk to confirm the order for the noticeboards from Realise Futures who have provided the other noticeboards within the parish. They are also the cheapest.
16. **School Parking / Infrastructure / Road Signage.** No response from SCC. They are doing some of the works and then they will complete the road markings. It would appear that they are making some progress.
17. **B1113 Speed restrictions / Mini SID update** – Sid is up and running. Andrew still in office – Would he be able to support the upgrade of the SID. £350 or wireless £450. Speak next month after the election.
18. **To receive County Councillor's Report – Mr Andrew Stringer** - Post the recent County election results, the new look of the council is now in focus. Like elsewhere in the country The Conservatives now have a comfortable majority, after UKIP being completely removed, out of 75 seats the Conservatives now have 52 seats with Labour having 11, Lib Dems have 5 and Greens have 3 with Independents having 4. We have formed a group formed from the Lib Dem Green and Independents, as of now that group now exists and has 12 members.

Broadband - The Roll out to all corners of Old Newton goes on, as predicted the roll out experience has been varied, some have been able to get a new service up and running relatively swiftly, while others have been bogged down in the BT on the ground versus the bureaucracy.

We have worked with several residents on a case by case basis with some of the cases being escalated to BT director level before satisfactory conclusions are found. We still have some ongoing unresolved connections, we will work through them on a case by case basis until we can resolve, We have also had an application to install a further BT pole in Hundred Lane, I have submitted a report objecting to this as a 12mtr duct would solve this without the added hazard of a Pole close to the highway.

Speed limit extension - The proposed speed limit extension to the north and south of Old Newton along the B1113 has still not been heard by the Speed Limit Panel, the police did send some information in at the 11th hour. The Police are at the moment objecting to the proposed extension, this does seem ironic as the lack of Police enforcement is the main reason for embarking on this course. One huge issue of concern is that some of the accident data in this area had been incorrectly plotted by the Police. This issue is at the Speed panel this month and the outcome will affect new applications for speed limit changes in future.

Bus Stop - I was alerted recently, to the smashed glass in the Bus Stop on Shop green Bacton. I had a look, and swept up the glass on the path before reporting the issue to the County team, the repair was carried out within 24 hours of reporting. I don't normally report relatively small issues like this one, but the excellent service from our team needed sharing, perhaps they would like to help out the highways pothole team!

19. Councillors matters to be brought to the attention of the council.

- Contact information for all Cllrs – Update – Clerk
- Footpath signs – Cllr Miller will get some spare posts from Roger Stearn and the map.
- Wire netted fence on the roadside by Rookyard Farm. Action please asap. Cllr Miller to speak to Mr Stearn
- Our Primary School is doing ok – Reported that 18 children will be joining reception at Old Newton Primary School in September.
- Signage for the village hall is now all received and will be put in place very soon.
- Fish & Chip Van to use the village hall car park from Tuesdays 3pm onwards. Trial for three months.
- Pot holes – Gipping. Clerk to report again.

20. Public Forum -Nothing to report

21. Additional Matters for inclusion on the agenda for the July meeting.

- SID / potential funding from SCC Andrew Stringer
- Committees – Include Cllr Tony Arnold
- Post Office
- Cemetery

22. Date of the next Parish Council meeting – The July Meeting will take place on Wednesday 5th July 2017.

Meeting closed at 22.06 hrs