

HOLTON PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON Wednesday 9th November 2016

HOLTON AND BLYFORD VILLAGE HALL

Meeting Commenced at 19.30 hrs
Finished at 21.00hrs

1. The Chair welcomed everyone present to the meeting
2. **PRESENT:** Councillors D Davis, D Fosdike (Chair), M Hart, M Jones, N Kerridge R Stephenson

IN ATTENDANCE: A Cackett Clerk (outgoing), D Henry Clerk (incoming) and three members of the public
3. **PUBLIC FORUM:** 3 members of the public were present and provided councillors of their views and concerns in relation to: -
 - 3.2 Flood and communication with landowner in relation to the formation of a barrier or diversion to prevent run off water exacerbating the flooding
 - 3.3 Community interest in the Pits. This was deferred to late correspondence for discussion.
4. **APOLOGIES FOR ABSENCE:** Cllr G Cackett
5. **DECLARATIONS OF INTEREST:** No pecuniary or non-pecuniary interests were declared
6. **MINUTES OF PREVIOUS MEETING**
The minutes of 7th September 2016 were received and **agreed** as a true and accurate record with the following amendment, Councillor D Davis was present at 7th September meeting. **Proposed** Cllr Stephenson. **Second** Cllr Davis. **Unanimously agreed.**
The minutes of 7th October 2016 were received and **agreed** as a true and accurate record. **Proposed** Cllr Stephenson. **Second** Cllr Hart. **Unanimously agreed.**
7. **PLAY AREA UPDATE**
Members **received** and **noted** the following updates.
 - 7.1 Researching potential grant possibilities, ongoing.
 - 7.2 A site visit had been undertaken, information and catalogues of equipment received from WICKS. HAGS were due to undertake a site visit on 14th October 2016. Once proposals for the type of potential play equipment available had been received consultation with children and young people would take place.
 - 7.3 Fence Correspondence, Church View resident
The Chairman appraised members of a letter received from Church View resident. The content of the letter was given very careful consideration and after a lengthy discussion members **agreed**;
 - A formal and sincere apology for the loss of response to the original communication be made.
 - the deeds indicate the liability for the full upkeep of the fencing identified lies with the current owner.

Signed:.....

Date:.....

- the Parish Council were unable to offer any financial assistance with the repair or renewal of the fencing in question.
- A precedence had not been set as the circumstances were not the same. The previous chain linked fence was erected to prevent a nuisance that was being caused solely by activities on the play area land. This fence was an additional fence within the boundary of the play area land and the original boundary fence still exists.
- An offer be made to meet on-site with the resident to discuss further.

Proposed Cllr Jones. Second Cllr Hart. Unanimously agreed

8. HOLTON PRIMARY SCHOOL

Members **received** and **noted** the following updates.

- 8.1 Correspondence received by the Chairman from the Chair of Governors of Holton St Peter Primary School read and discussed by members. The following was **agreed**
- To support any related funding application the Holton St Peters School makes to the 3 Village Fund (Wind turbine fund).
 - For the Parish Council to establish if the advisory 20mph limit could be made mandatory.
 - To support the school in establishing a VAS sign outside the school to act as a deterrent

Proposed Cllr Jones. Second Cllr Kerridge Unanimously agreed

- 8.2 Members agreed to a presentation from Holton St. Peters Primary School's Junior Road Safety Officers (JRSO)

9. RECENT FLOODING

- 9.1 Members of the public voiced their concerns in relation to the spring/summer flood and requested an update on the possibilities of diverting the fields run off water.
- 9.1.1 Alison Cackett, Parish Clerk, reported she had spoken with the land owner's son several months earlier about the possibility of diverting run off water from the field in question in a different direction. Mr Barham had indicated that he would prefer to meet with the parish council representatives.
- 9.1.2 A through clean of the ditches, gullies and drains had now been completed.

10. WEBSITE PROVIDER CHANGES

- 10.1 Members **noted** the termination and transfer date of the current website has been deferred until after the November meeting.
- 10.2 Members **considered** the Clerk's update and **agree** to Community Action Suffolk (CAS) as the website provider.

Proposed Cllr Hart. Second Cllr Davis. Unanimously agreed

11. PLANNING DECISIONS/APPLICATIONS

Members considered the Pre-Submission Draft Plan for Wenhaston & Mellis Neighbourhood Development Plan (previously circulated). **Action:** no response or comment to be made at this stage.

12. FINANCE

- 12.1 Members **noted** that the official notification from the external audit had been received
- 12.2 Members **agreed** the change of correspondence address for all bank and savings accounts

Proposed Cllr Hart. Second Cllr Davis. Unanimously agreed

Signed:.....

Date:.....

12.3 Members **noted** the Income and Expenditure for the period and **authorised** the payment of invoices.

Proposed Cllr Jones **Second** Cllr Hart. **Unanimously agreed**

12.4 Compliance with Pensions Act 2008, members **noted**

- Work Based Pension Staging Date is 1st April 2017
- the deadline for starting the declaration of compliance is 1st January 2017
- the PAYE remuneration level falls below the threshold of obligation

12.4.1 Members **agreed** to authorise the Clerk to undertake the necessary actions to ensure compliance with the legislation

Proposed Cllr Jones. **Second** Cllr Stephenson. **Unanimously agreed**

13. CLERK'S TRAINING

Members **consider** and **approved** the Clerk's request to attend future training events

Proposed Cllr Stephenson. **Second** Cllr Davis. **Unanimously agreed**

14. CORRESPONDENCE AND DOCUMENTS RECIEVED

- Invitation to WDC/Lowestoft Major's Christmas Carol Service 9th
- Safer Neighbourhood Report for Halesworth and surrounding areas (previously circulated)
- Community Speed Watch
- The Local Councillor Magazine
- HAGS circular
- First Magazine
- Holton Village Hall grant acknowledgement/thank you letter
- SALC AGM – Monday 14th November 2016, 7 pm
- New Highways Maintenance Operational Plan consultation survey <https://www.surveymonkey.co.uk/r/DPVTC2B> (deadline 18th Nov)
- SALC's response to consultation on proposals to introduce automatic precept referendums
- SALC's notification of Payroll and Internal service and costs for 2017/18
- Suffolk County Council to send out Edition 9 of the newsletter Highways Matters

15. LATE MAIL

15.1 Members **considered** the insurance renewal and **approved** the 5 year agreement

Proposed Cllr Hart. **Second** Cllr Kerridge. **Unanimously agreed**

15.2 A verbal review of the history in relation to the pits becoming a community asset was discussed at length. Members **agreed** that this should be an agenda item for the next meeting.

15.3 Defibrillator: Following a decision members agree a further approach should be made to BT to adopt the telephone kiosk and obtain funding to purchase and install a defibrillator.

Proposed Cllr Jones. **Second** Cllr Hart. **Unanimously agreed**

16. REPORTS

16.1 Village Hall: Members **received** an update on ongoing planned activities, **noting** that they are being well attended.

16.2 Transport: There were concerns in relation to the difficulties in having to get a bus to the James Paget Hospital.

16.3 Suffolk County Council: No report

17 DATE OF NEXT MEETING

4th January 2017 7.30 pm Committee Room, Holton and Blyford Village Hall

The meeting closed at 21.00

Signed:.....

Date:.....