

# RICKINGHALL PARISH COUNCIL

Minutes of the ANNUAL meeting held Thursday 9 May 2019  
Rickinghall Village Hall

**Present:** Cllr Robin Brown  
Cllr Nick Free  
Cllr Sally Smith  
Parish Clerk – Leeann Jackson-Eve  
2 Members of the public  
Cllr Lesley Free  
Cllr Geoff Short

7.30pm The Chairman welcomed those present and opened the meeting.

1. **To Elect a Chairman for the Year 2019/20.** Nominations were sought for the post of Chairman. Cllr Short, proposed by Cllr Brown, seconded by Cllr Smith, and agreed unanimously, was elected as Chairman.
2. **To receive the Chairman's Declaration of Acceptance of Office.** The Council received Cllr Short's Declaration of Acceptance of Office.
3. **To receive Councillors' Declaration of Acceptance of Office.** These were signed.
4. **Apologies for absence.** Apologies were received from Cllrs Gillian Crossley-Holland and William Maskell.
5. **To elect a Vice Chairman.** Nominations were sought for the post of Chairman. Cllr Crossley-Holland, proposed by Cllr Short, seconded by Cllr N Free, and agreed unanimously, was elected in her absence, having indicated her willingness to stand.
6. **Casual Vacancies:** One prospective candidate, Lesley Free, was considered by the Council. It was RESOLVED unanimously to co-opt Mrs Free, who was invited to take her seat on the Council.
7. **To elect Council Officers and Representatives to outside bodies:** The following appointments were agreed:
  - Allotments Man't Committee: Reports from AMC Chairman
  - BARWOODS: vacant
  - Local Charities: Cllr Crossley-Holland
  - Local Transport: Cllr Smith
  - Parish Assets: Cllr Crossley-Holland
  - Planning Working Party: Cllrs Short & Smith
  - Public Rights of Way: Cllr N Free
  - SALC/Parish Liaison: Reports from W Sargeant/Clerk
  - Tree Warden: Reports from R Jones
  - Village Hall: Cllr L Free
  - War Memorial/ROCP: Cllr Crossley-Holland
  - Website/Facebook Clerk
8. **To confirm the Minutes of the Meeting held 4 April 2019.** The minutes of the Meeting, circulated with the agenda, were agreed and signed.
9. **Magazine Input:** Cllr Short.
10. **Declaration of Members Interests and Dispensations:** None.
11. **Public Forum:** A member of the public asked whether the Snape Hill A143 layby was going to be reopened. The Clerk reported that it was closed due to road surface damage and potholes and would be opened after resurfacing later this year.
12. **Planning:**
  - 12.1 **Planning Applications:**
    - 12.1.1 **Land at Rickinghall Business Centre, Allwood Green, Finningham Road.** Ref. DC/19/01970. Planning Application - Erection of additional 2no. Class B1/B8 Use light industrial unit. It was RESOLVED, with all agreed, to have no objection to the application.

- 12.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:**
- 12.2.1 **The Walnuts, The Street.** Ref. DC/19/01902. Notification of Works to Trees in a Conservation Area - (T1 and T2 Walnut Trees) Reduce the crowns by 25% also remove deadwood and balance the trees. It was RESOLVED, with all agreed, to have no objection.
- 12.2.2 **Wall Cottage, Bury Road.** Ref. DC/19/01928. Notification of Works to Trees in a Conservation Area - 1no. Walnut - Reduce and shape by 1/3. 1no. Yew - Reduce and shape by 1/3. 3no. Conifers - Dismantle. It was RESOLVED, with all agreed, to have no objection.
- 12.3 **Notification of Planning Decisions by Mid Suffolk DC:**
- 12.3.1 **Priory Farm, West Hall Road.** Ref. DC/19/00233. Full Planning Application - Erection of a farm manager/stockmans dwelling. Planning Permission GRANTED.
- 12.3.2 **Land Rear of Broland, Garden House Lane.** Ref. DC/19/00276. Outline Planning Application (Access to be considered) - Erection of 1no. dwelling. Planning Permission GRANTED.
- 12.3.3 **Bell Hill Cottage and The Newsagent, The Street.** Ref. DC/19/00336. Planning Application. Change of Use of ground floor to A5 Hot Food Takeaway. Installation of extract equipment internally and flue through roof. Internal alterations to provide sound and fire-proofing to party walls and floors. Planning Permission REFUSED.
- 12.3.4 **Bell Hill Cottage and The Newsagent, The Street.** Ref. DC/19/00336. Listed Building Consent Application. Works to ground floor to create A5 Hot Food Takeaway. Installation of extract equipment internally and flue through roof. Internal alterations to provide fire and sound-proofing to floors and party walls. Listed Building Consent GRANTED.
- 12.3.5 **Willow Cottage, 3 Church Farm Close.** Ref. DC/19/01327. Removal of 4 limbs on Willow tree. NO OBJECTION.
- 12.4 **Neighbourhood Plan Update:** The Plan was with the Inspector and a response was expected by the end of May / beginning of June.

### 13. Progress Reports:

- 13.1 **Chairman's Report:** The Chairman had attended a meeting with the Police, the village hall, County Cllr Jessica Fleming and Jo Churchill MP to discuss recent anti-social behaviour in the village. It was noted that the Police planned to set up a meeting at Hartismere School. The car show had been very successful and was booked again for 2020.
- 13.2 **Clerk's Report:** There were three issues relating to Wherry Land, Mill Lane.
- A resident of nos 1-10 Hinderclay Road had been throwing dog faeces over the fence into Wherry Land, making grass cutting difficult and unpleasant. The Clerk had contacted Clarion Housing and they had sent a letter to all residents reminding them of the terms of their tenancy agreement and suggesting that permission to keep a pet might be reconsidered if the perpetrators were identified.
  - The Clerk had contacted the Allotments to ask that the hedge border be cut back as soon as the nesting season was over and requesting that they initiate an annual maintenance programme for the hedge.
  - The Clerk had noted that one of the gate posts was rotten and would arrange for it to be replaced.

### 14. Correspondence:

- 14.1 **SCC:** The PC noted the information on grass verge cutting. The B1113 would be cut in May and August and minor roads would be cut once during the summer.
- 14.2 **MSDC:** The PC noted the April payment of Community Infrastructure Levy - £1,491.13. Payments were made twice yearly in April and October. Total CIL held: £6,440.20.
- 14.3 **Suffolk Police:** The PC noted the Safer Neighbourhood Team (SNT) April newsletter.
- 14.4 **Resident:** The PC noted the complaint about an untaxed/MOT'd vehicle on The Street. The Clerk reported that MSDC, the Police and the DVLA were all aware and it would be dealt with according to their processes.

15. **General Items:**

15.1 **Annual Parish Meeting on 4 April 2019:** The DRAFT minutes of the meeting were noted by the Council and acknowledged by those councillors present as a true record.

15.2 **St Mary's Superior Churchyard Closure:** The PC RESOLVED, with all agreed, to have no objection to the closure of the churchyard and to request that MSDC accept the transfer of responsibility for the churchyard after its closure.

16. **Finance:**

16.1	<b>Account Balance:</b>	£40,111.01	
	<b>Income:</b>	£12,320.01	MSDC ½ Council Tax Precept
		£ 1,491.13	Community Infrastructure Levy
		£ 582.80	Botesdale Final Contrib NH Plan

16.2 **Accounts for Payment:**

Admin Payments	£ 940.05	Not itemised due to GDPR
Street Sweeping etc.	£ 266.55	St Clean/VAS/Paths May 19
Redgrave Parish Magazine	£ 130.00	Annual Page Fees
SALC	£ 523.00	Annual Membership Fees
LCPAS	£ 200.00	Internal Audit Fees
Glasdon UK Ltd	£ 279.40	35L Fido Dog Bin

RESOLVED, with all agreed, to approve payment of the accounts above.

16.3 **Payment of Grant Funding for 2019/20:** (as agreed under Minute Ref: 9.1, 4 April 2019). Grant for Remembrance Day to be paid at later date.

RBR PCC	£ 600.00	Churchyard Maint s214(6) LGA 1972
Rickinghall Day Centre	£ 330.00	s137 LGA 1972

RESOLVED, with all agreed, to approve payment of the grants detailed above.

16.4 **Inspection of the Financial Statement for Year Ending 31<sup>st</sup> March 2019.**

The Clerk presented the Financial Statement and supporting documents. The Council RESOLVED, with all agreed, to approve the accounts submitted.

16.5 **Internal Audit Report for Year Ending 31<sup>st</sup> March 2019.** It was noted that the internal audit report was not yet complete.

16.6 **Signing of the Annual Return Year Ending 31<sup>st</sup> March 2019.**

The Annual Return was presented for approval. The Council RESOLVED, with all agreed, to approve the signing of the Accounting and Annual Governance Statements.

The Council noted that the period during which the accounts would be open to public inspection was 17 June – 26 July. A notice to this effect would be posted on the parish notice board.

17. **Highways Issues:** None.

18. **Welcome Packs:** None.

19. **Councillors Reports:**

- Public Rights of Way: Cllr N Free reported that he had two new way posts to put up on the footpath behind Ryders Way and on Nan Hazels Lane.
- Village Hall: The Farmers' Market had started selling homemade curries.

20. **Matters to be brought to the attention of the Council:** None.

21. **Next Meeting:** 6 June 2019

The Chairman closed the meeting at 8.45 pm.