

RICKINGHALL PARISH COUNCIL

Minutes of the Meeting held Thursday, 9 July 2020

Online Zoom Meeting

Present: Cllr Robin Brown Cllr Gillian Crossley-Holland (Vice-Chair)
Cllr Lesley Free Cllr Geoff Short (Chair)
Cllr Sally Smith

Parish Clerk – Leeann Jackson-Eve
No members of the public

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

1. **Apologies for absence:** None.
2. **Casual Vacancies:** There were no applications. It was agreed to pay a local designer to design a poster for recruiting new councillors. This would cost £60 and could be shared with Botesdale PC.
3. **To confirm the minutes of the Meeting held on 5 March 2020:** The minutes of the meeting were agreed as a true record.
4. **Magazine Input:** Cllr G Short.
5. **Members Declarations of Interest and Dispensations:** None.
6. **Public Forum:** None.
7. **Planning:**
 - 7.1 **Planning Applications:** None.
 - 7.1.1 **Lion Cottage, The Street.** Ref. DC/20/02447. Householder Application - Erection of second floor rear extension. It was felt that the extension was oddly laid out but noted that it could not be seen from the street. It was RESOLVED, with all agreed, to have no objection.
 - 7.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:** None.
 - 7.3 **Notification of Planning Decisions by Mid Suffolk DC:**
 - 7.3.1 **Redwings, Rectory Hill.** Ref. DC/20/00516. Application for works to Trees in a Conservation Area - Fell T1 (Lime) and reduce T2(Lime) and T3 (Oak) by up to 1/3. NO OBJECTION.
 - 7.3.2 **Park Lodge, Rectory Hill.** Ref. DC/20/01192. Application for Non-Material Amendment relating to DC/19/05153 to alter orientation of the outbuilding to enable easier access to the cart lodge bays. Pivoting will enable easier access / egress and it is intended to pivot the position on the existing front left axis point by up to 2.5m in an arc to form an obtuse angle of the cart lodge in relation to the house. Please see amended block plan drawing. Application APPROVED.
 - 7.3.3 **Land Adjacent Jubilee House, The Street.** Ref. DC/20/00718. Full Planning Application - Erection of 3no. dwellings (Reconsultation to allow for extra time due to Covid 19). Planning Permission GRANTED.
 - 7.3.4 **Pavilion House.** Ref. DC/20/01932. Householder application - Replacement door and top light. Planning Permission GRANTED.
 - 7.3.5 **Maplestead House, Bury Road.** Ref. DC/20/02126. Application for works to trees in a Conservation Area - Reduce crown volume of 1No Oak (T1) by up to 30%. NO OBJECTION.
 - 7.3.6 **Underwood House, The Street.** Ref. DC/20/02135. Application for works to trees in a Conservation Area - Reduce T1 Whitebeam by up to 30/%; Fell T2 Cherry and re-plant new Cherry Tree. NO OBJECTION.
 - 7.4 **Notification of New Planning Appeals by Mid Suffolk DC:** None.
8. **Progress Reports:**
 - 8.1 **Chairman:** The Chair reported that he had met County/District Councillor Jessica Fleming at Snape Hill to view the new earthworks aimed at stopping illegal encampment on the site. The PC thanked Patrick Miles for carrying out the work.

8.2 **Clerk:** None.

9. **Correspondence:**

9.1 **Suffolk Police Crime Commissioner:** The PC considered the consultation on a joint Fire-Police Station in Stowmarket. There was no objection as it would be more efficient and save money.

9.2 **Local Government Association:** The PC considered the consultation on the draft Model Member Code of Conduct and had no objection to the proposed amendments.

10. **General Items:**

10.1 **Defibrillator:** The PC considered a quote for £2,715 for installation of a defibrillator at the phone box near Fen Lane by the Community Heartbeat Trust. There was also a quote for around £1,200 for refurbishment of the phone box. Additional quotes had been sought from local tradesmen with no success. It was noted that payment would be shared with Botesdale PC and it was therefore RESOLVED, with all agreed, to accept the quotes, subject to seeking additional funding for the project.

11. **Finance:**

11.1 **Account Balance:** £46,395.11
Income: £ 0.00

11.2 **Accounts for Payment (July):**

Admin Payments	£ 1,007.57	Not itemised due to GDPR
Street Sweeping etc.	£ 341.55	St Clean/VAS/PRoW July 20
Community Workshop Ltd	£ 35.20	Rickinghall News printing

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

11.3 **Accounts for Payment (August):**

Admin Payments	£ 844.21	Not itemised due to GDPR
Street Sweeping etc.	£ 266.55	St Clean/VAS/PRoW Aug 20

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

11.4 **To approve payment of Grant Funding for 2020/21:** (as agreed under Minute Ref: 11.3, 5 Dec 2019).

RBR PCC	£ 800.00	Annual grant
Rickinghall Day Centre	£ 330.00	Annual grant

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

11.5 **To note payments made during Covid 19 lockdown:** The attached schedule of payments was confirmed.

11.6 **Inspection of the Financial Statement for Year Ending 31st March 2020.** The Clerk presented the Financial Statement and supporting documents. The Council RESOLVED, with all agreed, to approve the accounts submitted.

11.7 **To note the Internal Audit Report for Year Ending 31st March 2020.** The PC noted that the internal audit report, prepared by the Suffolk Association of Local Councils.

11.8 **To approve the signing of the Annual Return Year Ending 31st March 2020.** The Council RESOLVED, with all agreed, to approve the signing of the Accounting and Annual Governance Statements.

12. **Highways Issues:**

13. **Welcome Pack:** 1 each to Cllr Brown and Cllr Smith.

14. **Councillors' Reports:**

- **Public Rights of Way:** Cllr Free reported a FP sign down.

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

16. **Next Meeting:** 3 September 2020

The Chairman closed the meeting at 8.28 pm.

Item 11.5 – Schedule of payments made during Covid 19 lockdown.

All payments received prior agreement through budget/precept (item 11.3, 05-12-19) except where noted.

11.5.1	Accounts Paid (April):		
	Admin Payments	£ 1,001.70	Not itemised due to GDPR
	T Gaddis	£ 176.35	St Clean/VAS Apr 20
	Suffolk County Council	£ 926.45	Streetlight Maintenance/Energy
	EACH	£ 50.00	Grant (item 9.3, 05-03-20)
11.5.2	Accounts Paid (May):		
	Admin Payments	£ 879.93	Not itemised due to GDPR
	Street Sweeping etc.	£ 251.35	St Clean/PRoW/Mill Lane May 20
	SALC	£ 539.23	Annual Subscription Fee
	MSDC	£ 672.38	Dog and Litter Bin Emptying
	Redgrave Parish Magazine	£ 130.00	Annual Advertisement Fees
11.5.3	Accounts Paid (June):		
	Admin Payments	£ 840.31	Not itemised due to GDPR
	Street Sweeping etc.	£ 341.55	St Clean/PRoW/Mill Lane May 20
	SALC	£ 282.00	Internal Audit (item 10.7, 05-03-20)