

# PEASENHALL PARISH COUNCIL

Minutes of the Peasehall Parish Council meeting held on Wednesday 29<sup>th</sup> January 2020  
at the Methodist Church Room, Peasehall at 7:30 pm.

## 2020/1 Attendance and Apologies

### Attendees:

Cllr. Chris Norrington - Chair  
Cllr. Frank Potter - Vice Chair  
Cllr. Roger Benstead  
Cllr. Norman Ball  
Cllr. Ric Earle  
Cllr. Steve Pewsey  
Cllr. Kenneth Parry-Brown  
Cllr. Peter Dance

### Apologies for absence:

Cllr. Stephanie Lister – written and accepted  
Cllr. Nick Levett-Scrivener – written and accepted  
County and District Cllr. Stephen Burroughes

### In attendance:

Sharon Smith - Clerk/RFO  
5 members of the public

## 2020/2 Declarations of Pecuniary and Non-Pecuniary Interests

Cllr. Frank Potter declared an interest in item 2020/7b.

## 2020/3 Public Forum

a) A resident asked the Council for an update on the Church Lands Trust. The Chairman replied that this was not Parish Council business and he advised the resident to contact the Trustees.

b) Cllr. Chris Norrington summarised Cllr. Stephen Burroughes previously circulated County Council and District Council reports. Cllr. Norrington recommended that the Council asks for more information on the County Council's new £3 million pot for Suffolk projects.

**ACTION: Clerk to contact Cllr. Stephen Burroughes.**

## 2020/4 Minutes

It was proposed by Cllr. Chris Norrington, seconded by Cllr. Frank Potter, and agreed that the minutes for the meeting held on 27<sup>th</sup> November 2019 be signed as a true record. All in favour.

## 2020/5 Matters Arising

a) Cllr. Steve Pewsey, referring to item 2019/166c, advised that he had previously spoken to the Parochial Church Council about installing a mast in the church spire to improve mobile phone reception in the parish. Cllr. Kenneth Parry-Brown advised that the faculty charge would be around £1,000 and that a letter from the Council would add support to the PCC's request for permission. Cllr. Parry-Brown has advised the Church Warden of the company that installed the mast in the Laxfield church spire.

**ACTION: Clerk to write to the PCC.**

b) Cllr. Chris Norrington, referring to item 2019/169c, thanked everyone who helped with the Christmas tree event which was a great success.

## 2020/6 Parish Matters

a) Cllr. Chris Norrington advised that he had not yet met with Cllr. Roger Benstead and Cllr. Steve Pewsey to draw up a new specification for grounds maintenance in the parish but this will be prioritised this month. Cllr. Roger Benstead has met with Greener Peasehall and discussed their requirements.

**ACTION: Clerk to add to next month's agenda.**

b) A Deputy Community Speed Watch Coordinator was not appointed at this time. Cllr. Ric Earle was advised to telephone members of the Council for assistance to move the heavy SID between sites. The Clerk offered to help with the paperwork and downloading the data from SID.

c) The Council agreed to arrange a community litter pick for Saturday 28<sup>th</sup> March at 10 am. Cllr. Norman Ball advised that a similar scheme called 'Keep Britain Tidy' was being publicised in the Daily Mail. **ACTION: Cllr. Chris Norrington to advertise for volunteers in the Yoxmere Fisherman. Clerk to book with East Suffolk Council and request a loan of equipment. Clerk to look into the 'Keep Britain Tidy' scheme.**

d) Cllr. Steve Pewsey advised the Council that the dangerous verge on Rendham Road reported by a resident is actually in Sibton parish. **ACTION: Clerk to advise resident to report the matter to Sibton Parish Council.**

e) The Council agreed to improve the Baddingham Road entrance to the village by undertaking minor maintenance issues during the community litter pick session. Cllr. Kenneth Parry-Brown asked for the undergrowth to be cleared and disposed of beforehand. Cllr. Steve Pewsey noted that the 20 mph school zone speed limit signs are now redundant and should be removed. **ACTION: Cllr. Chris Norrington to advertise for volunteers in the Yoxmere Fisherman. Clerk to ask Highways to remove 20 mph signs.**

## **2020/7 Planning**

a) Cllr. Ric Earle proposed no objection to planning applications DC/19/4573/FUL and DC/19/4574/LBC - single storey extension to rear of grade II listed thatched cottage. Provision of new open porch and minor alterations to modern partition to form rear draft lobby - The Cottage, Hackney Road. Seconded by Cllr. Norman Ball. 5 votes in favour. 1 vote against. 2 absentions.

b) Cllr. Ric Earle proposed to support to planning application DC/20/0075/ARM - approval of reserved matters of DC/15/2706/OUT - erection of 4 dwellings, provision of access off Mill Road and internal circulation, turning circles and driveways. Details of scale and appearance of 2 detached two storey dwellings and 2 semi-detached two storey dwellings. Provision of landscaping details and layout details - Land adjacent Trust Farmhouse, Mill Road. Seconded by Cllr. Peter Dance. All in favour with the exception of Cllr. Frank Potter who had previously declared a non-pecuniary interest and therefore took no part in the voting.

c) Cllr. Steve Pewsey proposed to object planning application DC/20/0176/FUL - erection of a proposed cart lodge/workshop/log store with PV panels, within the grounds - Ash View, Bruisyard Road on the grounds that the previous objection stands as the building will be visually intrusive to the historic setting of the church. Seconded by Cllr. Kenneth Parry-Brown. 5 votes in favour. 2 against. 1 abstention.

**ACTION: Clerk to inform the planning department.**

d) Cllr. Kenneth Parry-Brown informed the Council that, according to the latest newsletter issued by EDF Energy, there may be a further round of public consultation on Sizewell C.

e) Cllr. Kenneth Parry-Brown recommended that the Council makes a representation to the District and County Councils regarding the published Strategic Outline Business Case for the Ipswich Northern Route. **ACTION: Clerk to add to next month's agenda.**

## **2020/8 Councillors' Reports**

a) Highways Issues - Highways advised that the railings on Hackney Road will be repaired by the end of March.

b) Maintenance Issues – none.

c) Community Speedwatch and Speed Indicator Device – Cllr. Ric Earle reported that the police community speedwatch team has reorganised and there are now more members. There is no longer a requirement to recalibrate the speed gun every three years and the police are offering a recalibration service if a fault is reported. This will mean an annual and three yearly saving for the Council. The volunteers on the Peasenhall CSW team have fallen from 15 to 8 therefore more members will need to be recruited to ensure the viability of the scheme.

**ACTION: Cllr. Ric Earle to advertise for volunteers in the Yoxmere Fisherman.**

- d) Website – the Clerk advised that the Council is not yet compliant with the Transparency Code as the previous year's records are still with the auditor.
- e) Telephone Kiosk/AED – Cllr. Chris Norrington reported that Open Reach has given permission for the AED to be powered from the telephone kiosk. The refurbishment programme is ongoing.  
**ACTION: As previously agreed, Cllr Nick Levett-Scrivener to arrange for any necessary electrical installation work.**

**2020/9 Administration**

- a) The report from the Council's appointed auditor for the financial year 2018/2019 has not yet been received.  
**ACTION: Clerk to add to the next agenda.**
- b) The Council reviewed and approved the Model Financial Regulations subject to the following amendment to paragraph 3.1 and 3.3 – change 'three year forecast' to 'annual forecast'.
- c) The Council reviewed and approved the Model Standing Orders.
- d) The Council reviewed and approved the Risk Assessment.
  - i) The contact information on two noticeboards at the cemetery needs updating.  
**ACTION: Clerk to arrange.**
  - ii) Weeds and moss needs to be cleared from Church Lane Walk.
  - iii) The bench on the Causeway needs a hard surface in front of it, subject to the landowner's permission.
  - iv) The War Memorial needs cleaning and preserving.
  - v) A safety rail needs to be added to a bridge on the Causeway.  
**ACTION: Cllr. Norrington to ask the local handyman if this can be done.**
  - vi) The annual safety inspection of the headstones in the cemetery will be conducted at the end of March.  
**ACTION: Cllr. Chris Norrington to place an article in the Yoxmere Fisherman advising residents. Cllr. Kenneth Parry-Brown to conduct the inspection and report back.**
- e) The Council reviewed and approved the Asset Register.
- f) The Council re-adopted the Suffolk Local Code of Conduct.
- g) The Council reviewed and updated the outstanding actions list:
  - i) Cllr. Ric Earle has collected the Speed Indicator Device from the previous Clerk.
  - ii) The Clerk has uploaded the District and County Councillor's reports to the website.
  - iii) The Clerk has added a Traffic Incident Reporting Form to the website.
  - iv) The Council has been registered as a Data Controller with the Information Commissioner.

**2020/10 Finance**

- a) The Council noted the latest financial position.
- b) The Council approved the bank reconciliation for Quarter 3 2019/2020.
- c) The Council approved expenditure for the Clerk to attend a training course delivered by SALC on the General Data Protection Regulation.
- c) It was proposed by Cllr. Chris Norrington, seconded by Cllr. Peter Dance, and agreed to authorise the payments listed below en bloc. All in favour.

Details	Payee	Amount	Power
Clerk's Salary	Sharon Smith	£291.72	LGA 1972 s.112
Clerk's PAYE Rebate	Sharon Smith	£116.60	LGA 1972 s.112
Clerk's Expenses	Sharon Smith	£18.49	LGA 1972 s.111
Website Hosting Service	Sharon Smith (One Suffolk)	£60.00	LGA 1972 s.111
Meeting Room Hire (six months)	Peasenhall Methodist Church	£75.00	LGA 1972 s.111

**2020/11 Correspondence**

The Council noted the correspondence received between 22<sup>nd</sup> November 2019 and 23<sup>rd</sup> January 2020.

**2020/12 Questions to the Chair/Items for the Next Agenda**

Cllr. Roger Benstead reported that the bin at the bottom of the cemetery is not being emptied.

**ACTION: Cllr. Chris Norrington to add to the grounds maintenance specification.**

**2020/13 Date and Time of Next Meeting**

The Council confirmed the date and time of the next meeting of the Council which is scheduled for 26<sup>th</sup> February 2020 at 7:30 pm

The meeting closed at 8:55 pm.