

# PEASENHALL PARISH COUNCIL

Minutes of the Peasehall Parish Council meeting held on Wednesday 27<sup>th</sup> November 2019  
at the Methodist Church Room, Peasehall at 7:30 pm.

## 2019/161 Attendance and Apologies

### Attendees:

Cllr. Chris Norrington - Chair  
Cllr. Frank Potter - Vice Chair  
Cllr. Nick Levett-Scrivener  
Cllr. Roger Benstead  
Cllr. Norman Ball  
Cllr. Ric Earle  
Cllr. Stephanie Lister  
Cllr. Peter Dance

### Apologies for absence:

Cllr. Steve Pewsey  
Cllr. Kenneth Parry-Brown  
County and District Cllr. Stephen Burroughes

### In attendance:

Sharon Smith - Clerk/RFO  
1 member of the public

## 2019/162 Declarations of Pecuniary and Non-Pecuniary Interests

Cllr. Nick Levett-Scrivener declared an interest in item 2019/166 (a).

## 2019/163 Public Forum

a) A member of the public referred to two letters he submitted to the Council regarding the timing of the verge cuts by Highways and changing the planning code in Conservation Areas to allow for modifications to reduce the carbon footprint (items 2019/166 (a) and (b) refer).

b) Cllr. Chris Norrington summarised Cllr. Stephen Burroughes previously circulated County Council and District Council reports.

## 2019/164 Minutes

It was proposed by Cllr. Ric Earle, seconded by Cllr. Nick Levett-Scrivener, and agreed that the minutes for the meeting held on 30<sup>th</sup> October 2019 be signed as a true record. All in favour.

## 2019/165 Matters Arising

a) Cllr. Chris Norrington, referring to item 2019/152, reported that the telephone kiosk has been adopted by the Parish Council and Open Reach have removed the equipment. The Village Store has agreed to renovate the kiosk and Cllr. Chris Norrington will provide them with a copy of the rules which must be adhered to. An adequate electric supply will be required to run the AED and permission will need to be obtained from BT to use the supply for the AED. Cllr. Norman Ball asked if the pole was to be removed.

**ACTION: Cllr. Chris Norrington to liaise with Village Store and consider whether to remove the pole. Clerk to add kiosk to insurance policy.**

b) The Clerk, referring to item 2019/155, reported that a grit bin was purchased and sited at the junction of Mill Road/Mill Hill by Cllr. Chris Norrington. The bin has been filled with grit by Highways and Cllr. Stephen Burroughes has agreed to fund the cost of the grit bin from his Locality Budget once the purdah restrictions have been lifted.

c) Cllr. Chris Norrington, referring to item 2019/158, reported that he attended the ESC Community Partnership Workshop. For the purposes of the initiative, East Suffolk has been split into six areas and the three main priorities identified at the Framlingham and Wickham Market area workshop were:

- Youth employment - possible apprenticeships arising from the energy projects in the area;
- Isolation in villages - provision of public transport services;
- Village life - developing the sense of community.

The next step is to gather the main priorities arising from the other area workshops and to formulate an overall plan. There is £10,000 in the current year's budget to address certain issues and £30,000 in subsequent years.

d) The outstanding actions will be added to an Outstanding Actions List and reviewed at the next meeting.

**ACTION: Clerk to create and circulate.**

## **2019/166 Parish Matters**

a) Following a discussion, the Council agreed to review the current grounds maintenance specification and suggest ways in which the verges it is responsible for could be managed to improve bio-diversity while ensuring the visual amenity of the parish. Once agreed, the terms can be discussed with the current grass cutter.

**ACTION: Cllr. Chris Norrington and Cllr. Roger Benstead to draft a specification and circulate to all Councillors for their comments before the next meeting.**

b) The Council discussed how current planning codes in Conservation Areas and for listed buildings do not allow for adaptations to be made to old houses to reduce the carbon footprint in light of concerns about climate change. The Clerk advised that permitted development rights have not been withdrawn in any Suffolk Conservation Areas therefore the restrictions relate to listed buildings only. The Council agreed with Cllr. Chris Norrington's suggestion that interested parties are invited to the public Annual Parish Meeting for an informed discussion.

c) The Council agreed to offer support to the Parochial Church Council if it decides to install a mast in the church spire to improve mobile phone reception in the parish.

**ACTION: Cllr. Stephanie Lister to research and report back.**

d) Cllr. Chris Norrington reported that he and the Clerk met with the company recommended by the County Council who supply and install electric vehicle charge points for public use. It may be possible to provide a charge point at the telephone kiosk if the electricity supply is adequate. Following a discussion, the Council decided not to install an electric vehicle charge point in the parish at this time.

## **2019/167 Planning**

a) Cllr. Stephanie Lister proposed no objections to planning application DC/19/4356/VOC - variation of conditions 2, 5 and 10 - DC/19/1551/FUL - construction of 3 detached single storey houses with garages - request to change the conditions to enable the site to be sold as one plot or separately so the development can progress in 4 phases - land opposite Oak View, Mill Hill. Seconded by Cllr. Frank Potter. All in favour.

b) Cllr. Stephanie Lister proposed no objections to planning application DC/19/4450/FUL - change of use from tourist accommodation including a single storey rear extension - permitted DC/19/0145/FUL - to C3 residential - Hubbards Barn, Hubbards Hill. Seconded by Cllr. Frank Potter. All in favour.

## **2019/168 Councillors' Reports**

a) Local Plan - no update.

b) Highways Issues - Cllr. Stephanie Lister asked for repairs to be expedited to the railings on Hackney Road following the road traffic accident as the temporary orange barrier is a safety hazard.

**ACTION: Clerk to report to Highways via their online reporting tool.**

c) Maintenance Issues - none.

d) Community Speedwatch - Cllr. Ric Earle informed the Council that the CSW deputy co-ordinator will soon move out of the village therefore a replacement will need to be found. As agreed at the last meeting, a letter has been sent to Sibton Parish Council but no response has been received yet. Three 'eye' signs have been received from Suffolk Constabulary. Sibton Parish Council were also requested for permission

to site an 'eye' sign in their parish. The CSW team has not operated lately as the roads are too wet. The Speed Indicator Device has not yet been collected from the previous Parish Clerk.

e) Website - the Clerk informed the Council of the documents to be uploaded to ensure compliance with the Transparency Code for Smaller Authorities. The Councillors confirmed their appointments to liaise with outside bodies and to take the lead on various matters. The Council accepted Mr Michael Trovell's offer to retain responsibility for the cemetery with the assistance of the Clerk.

**ACTION: Clerk to progress.**

## **2019/169 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 agreed meeting dates for 2020.

**ACTION: Clerk to upload to the website.**

c) The Council approved the risk assessment for the Christmas Tree event. Cllr. Chris Norrington asked the Council to assist with this event which is sponsored by the Parish Council. Help is needed on 4<sup>th</sup> December to erect the 12 foot Christmas tree and on 7<sup>th</sup> December in the afternoon to help set up the gazebo which is kindly provided by the Village Hall with permission from the Landmark Trust. A number of marshalls with hi-viz vests are required at the event in accordance with the risk assessment and donations of refreshments will be gratefully received. A competition to turn on the lights is underway.

**ACTION: Cllr. Chris Norrington agreed to help erect the tree and provide refreshments. Cllr. Peter Dance agreed to provide refreshments. Cllr. Norman Ball agreed to help set up the gazebo. Cllr. Ric Earle agreed to marshall and to provide hi-viz vests.**

d) Cllr. Ric Earle expressed an interest in attending a Councillor training session delivered by SALC with Middleton cum Fordley Parish Council.

**ACTION: Clerk to arrange.**

## **2019/170 Finance**

a) The Council noted the latest financial position.

b) The Council approved the bank reconciliation for Quarter 2 2019/2020.

c) The Council approved the budget for the financial year 2020/2021.

d) The Council agreed to set the parish precept financial year 2020/2020 at £11,957.39 which represents a 0% change on the tax charge compared with last year.

**ACTION: Clerk to submit request to East Suffolk Council.**

e) It was proposed by Cllr. Stephanie Lister, seconded by Cllr. Frank Potter, and agreed to authorise the payments listed below. All in favour.

<b>Details</b>	<b>Payee</b>	<b>Amount</b>	<b>Power</b>
Clerk's Salary	Sharon Smith	£233.32	LGA 1972 s.112
Clerk's Expenses	Sharon Smith	£66.42	LGA 1972 s.111
Grit Bin	Sharon Smith	£148.91	LGA 1972 s.111
Electrical Safety Devices/Waterproof Lights	Christopher Norrington	£53.94	LGA 1972 s.144
Christmas Tree	Sibton Country Supplies Ltd	£65.00	LGA 1972 s.144
Christmas Tree Lights Electricity Contribution	Christopher Norrington	£25.00	LGA 1972 s.137
Grass Cutting - Cemetery and Hackney Road	S G F Services	£1,220.00	LGA 1972 s.111
Grass Cutting - The Street	S G F Services	£610.00	LGA 1972 s.111

f) It was proposed by Cllr. Nick Levett-Scrivener, seconded by Cllr. Frank Potter, and agreed to make the charitable donations listed below. All in favour.

<b>Payee</b>	<b>Amount</b>	<b>Power</b>
Royal British Legion	£110.00	LGA 1972 s.138B
Disability Advice Service (East Suffolk)	£150.00	LGA 1972 s.137
East Anglia's Children's Hospices	£110.00	LGA 1972 s.137
Coastal Accessible Transport Service	£220.00	LGA 1972 s.137
Citizens' Advice Bureau	£220.00	LGA 1972 s.142
Waveney Food Bank	£110.00	LGA 1972 s.137
Halesworth Volunteer Centre	£110.00	LGA 1972 s.137

### **2019/171 Correspondence**

The Council noted the correspondence received between 30<sup>th</sup> October 2019 and 21<sup>st</sup> November 2019.

### **2019/172 Questions to the Chair/Items for the Next Agenda**

- a) Cllr. Nick Levett-Scrivener asked if there was any information about an abandoned car on The Causeway. Cllr. Chris Norrington agreed to make enquiries.
- b) Cllr. Frank Potter asked if the Council wished to consider adding its signature to a joint letter drafted by the East Anglian Energy Planning Alliance to the Secretary of State for Business Energy and Industrial Strategy requesting an urgent review of all the energy projects planned for the area. The Council decided not to participate.

### **2019/173 Date and Time of Next Meeting**

The Council confirmed the date and time of the next meeting of the Council which is scheduled for 29<sup>th</sup> January 2020 at 7:30 pm

The meeting closed at 9:20 pm.