

# Chattisham & Hintlesham Parish Council

## MINUTES OF THE MEETING OF CHATTISHAM AND HINTLESHAM PARISH COUNCIL HELD AT THE COMMUNITY HALL ON THURSDAY 12<sup>th</sup> April 2018

### PRESENT:

**Councillors:** Stephanie Coupland (chair), Frances Self, Ian Bryce, Debbie Archer, Peter Eaton, Chris Leney, Ben Cox, Diane Chase and David Marsh,

**District Councillors:** Nick Ridley & Barry Gasper

**County Councillor:** Christopher Hudson

**Parish Clerk:** Jo Brown

**Members of the Public:** There were 2 members of the public present.

- **Apologies for Absence -**

Apologies for absence had been received from John Whyman, Stuart Kellett & Jamie Bostock

**To approve the minutes of the meetings Thursday 8<sup>th</sup> March 2018.**

There was one amendment made to add 'training'.

Minutes for the meeting had been circulated to all councillors these were proposed as a true record by David Marsh and seconded by Frances Self. The minutes were duly signed by Stephanie Coupland.

- **Declaration of Interest of any item on the Agenda -**

There were no declarations made

- **Matters Arising from the Minutes**

Community Speed watch training has been completed by Les Cole and Peter Beal. They will give a report later in the meeting.

All the Declaration of Interest forms have now been completed online.

The Church clock has now been repaired.

The work on the War memorial is due to start when the weather improves.

An article went in to The Link regarding footpaths.

Debbie Archer reported that she is still gathering information on the disabled access issue  
Chattisham Lane & Mill lane pot holes have been reported. Clerk to report further pot holes and sign post damaged at bottom of clay lane.

- **Adjournment for reports from County Councillor, District Councillors and comments from members of the public -**

County Councillor - Christopher Hudson - a newsletter has been circulated via email to all councillors prior to the meeting. Christopher reported that he is appalled at the state of the signs in the parish and that there should be more resources and money at parish level but safety comes first. A unitary council is the way forward to resolve these issues. Suffolk County Council are only 4 years away from going bankrupt and there are other counties that are also close. Therefore they must save public money. The issue of the Orwell Crossing was raised as to why the Orwell Bridge could only be closed to high sided vehicles in bad weather rather than

complete closer? Christopher reported that he was attending a meeting tomorrow on this and will report on this at the next meeting.

Cllr Nick Ridley reported that a payment of £3,000 has been sent to us from CIL. Nick does not think the Suffolk County Council will be a single unitary but could end up with 2 unitaries, He also reported that Frank Lawrenson is the new Head of Portfolio of Investment and that Derek Davis is now an independent cabinet member.

Cllr Barry Gasper reported that the scrutiny committee have met regarding the 5 year land supply and the recommendations were unanimously accepted. They will formally publish once a year and half yearly there will be an internal assessment. They will make a judgement on where the developers are and will be presented with reasons for their decisions. If the level is reached then the formal report has to be published.

Members of the public - the community speed watch team have been out in the village twice since completing their training but the speed gun only picks up at 90 metres instead of 500 metres, although this is having an effect just by standing with the gun. Les Cole has received an email from Suffolk Police asking if they could join them next week as part of training a Special Constable. This will then mean they will be able to issue tickets. The 8 house development in Duke Street the workman are being polite and there are signs up for parking however there seems to be an issue with the drainage connection with a recent plan showing changes which could affect other properties. Les Cole is happy to speak to the Site Manager to get clarification. The Paddock planning was raised and were updated that only the outline has been granted and there are stipulations with the application. The timetables at the bus stop are very good and substantial. Footpath 20 still remains closed as there is no money at the moment to be repaired however after 6 months this can be used if there are no further notices. The issue of Policeman's Corner signs was raised and an update was given that a vehicle count has taken place in Duke Street and a letter has been sent asking for a site meeting but still waiting for this to be agreed. Where the trees have been taken down along the A1071 could there be some more reflector signs? Concerns were raised with the amount of new houses being built in Hintlesham and the effect this is having on the sewage works as this will mean more lorries emptying the tanks going down the lane by Victoria Cottages. It was suggested they could access via Timperley's, suggestion to contact Anglia Water for find out the best way forward. Green space at Timperley's is being damaged by cars and posts need to be replaced. Clerk to take pictures and send to Babergh.

#### **Planning -**

The following application had been received and were looked at online by the councillors.

DC/18/01298 - Elm Cottage, The Street Chattisham  
Conversion of garage and erection of link extension  
There were no objections to this application

A request was made to attach a copy of the planning application plan to the agenda and to print a copy for the meeting

- **MUGA Update**

It was confirmed that the MUGA is a sub-committee of the Parish Council and will be gifted to the Community, under control of MUGA Committee/Club. This will be called Hintlesham & Chattisham MUGA Club (H&C MUGA Club)

28<sup>th</sup> March MUGA meeting - waiting to set up bank account with TSB but not until 24<sup>th</sup> April. Total of £99,000.00 so far. Cambridge Courts are now doing all the work. They are looking at cycle racks and lighting. John Whyman sent a draft constitution and there were a lot of ideas. Malcolm Rogerson is now looking at the constitution. Andrew Bryce is looking at membership fees and also a cashflow. There will be an open meeting in May or June to elect a committee to

run MUGA and see how it is all progressing. It has been proposed that if MUGA was to fail then it should go to the Parish Council as they are the owners of the Playing Field.

- **GDPR Update**

Debbie Archer has offered to be Data Protection Officer and will look into the GDPR update further with the Clerk.

- **Reports from Parish Councillors**

Thanks to all from both Chattisham & Hintlesham for helping with the Annual Litter Pick last month. The issue of Openreach and who to contact as there are cables that have been left tied back for 6 to 9 months and also a pole down. Chris Leney has a letter which he will forward to the Clerk to send on behalf of the Parish Council

- **Finance -**

The clerk, Jo Brown, recently attended a SALC Bookkeeping, Annual Return & Audit Course and came back with the following recommendations:-

To adopt the NALC Financial Regulations annually at the AGM

To ensure a more complicit review of the accounts the clerk will produce a quarterly finance report and a different member of the Parish Council will review the bank statements

To change the format of the minutes and to add reference numbers to each minute item

To circulate the minutes in draft format after each meeting to enable action points to be completed

This was proposed by Chris Leney and seconded by Ian Bryce all were agreement.

The following cheque was approved and signed:-

<b>Chq</b>	<b>Expense</b>	<b>Payee</b>	<b>Amount</b>
100973	Clerk Salary	J Brown	£135.00

- **Correspondence Received -**

John Whyman has offered his resignation as Parish Councillor this was discussed and the council would like him to reconsider. Stephanie agreed to ask him. Clerk to look in to the process of filling a parish councillor vacancy.

Stephanie Coupland announced that she is standing down as chair at the AGM next month after 19 years but would still like to remain as a parish councillor.

- **Any other business/items for next agenda -**

There were no further items

There being no further business the meeting closed at 9.40pm