Chattisham & Hintlesham Parish Council

**MINUTES OF THE ANNUAL MEETING OF CHATTISHAM AND HINTLESHAM PARISH COUNCIL HELD AT THE COMMUNITY HALL MEETING ROOM ON THURSDAY 12th May 2016**

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**PRESENT:**

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

**Parish Clerk**: Samantha Barber.

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

**County Councillor**: Dave Busby

**Members of the Public:** There were three members of the public present

1. **Election of a Chairman**

Stephanie Coupland was once again proposed as Chair by Chris Leney and seconded by Frances Self with all in agreement. All those in attendance signed the declaration of acceptance of office.

1. **Apologies for Absence**

Apologies for absence had been received from Ian Bryce and Stuart Kellett

1. **To approve the minutes of the meeting dated 14th April 2016**

The minutes were proposed by John Whyman and seconded by David Marsh with an alteration to the muga report ‘sent by Andrew Bryce’

1. **Appointment of Officers**

The following representatives were proposed on block subject to those not in attendance being in agreement.

Vice Chairman – Ian Bryce

Footpath Officer – David Marsh

SALC Representative – John Whyman and Peter Eaton

Link Representative – Peter Eaton

Safer Communities and Road Safety – Debbie Archer

Graffiti Officer – Jamie Bostock

Community Council – Diane Chase

Public Transport – Ben Cox

Racial and Disability Officer – Chris Leney

Playing Field Liaison Officer – John Whyman

Risk Management – John Whyman

Red Kiosk/Bench Monitor – Diane Chase – Chattisham

 Jamie Bostock – Hintlesham

National Grid Community Forum – Frances Self

Tree Warden – Stuart Kellett

Emergency Officer – John Whyman

1. **Declaration of Interest of any item on the Agenda**

Chris Leney signed in relation to Planning

1. **Matters arising from the Minutes dated 14th April 2015**

Footpaths – David Marsh had been in contact with Assington Parish Council in relation to some footpath maps that they are using and will report back.

MUGA – Andrew Bryce had sent the following report

*Good evening all and apologies for my absence. We have received a good response to the survey we put out regarding a potential all weather sports pitch.  I have just closed the survey and we have received approx. 60 responses, which we feel is a good response for something like this.  We just need to crunch the data however it is looking like there is a lot of support for the project, over 80% think it is a good idea, plus 10% 'maybe'.*

*Lots of good points have come out including people interested in being involved, helping fund raise, etc.  One points is if we can keep the existing football pitch and the position.  Eileen is checking with the football club on what size pitch their league requires and we can then review positioning from there.*

*Next steps include:*

* *Firm up on the quotes now we have further data on the community's requirements for the pitch*
	+ *Develop and estimate operational costs and an operational plan*
	+ *Arrange to meet the Babergh Section #106 chap re the project to agree their requirements (incl. with some one from PC - Stephanie?)*
	+ *Pull together a fund raising team and strategy*
	+ *Hold an open afternoon/evening at the community hall to spread the word gain input, etc*

*Realistically we should be looking at hopefully building in the Spring 2017 if we can sort funding, grants, relevant planning permission this year.*

The parish council decided a sub- committee was required to liaise with Andrew Bryce to drive the MUGA project forward. John Whyman, Jamie Bostock and Debbie Archer will form the sub-committee and together with Andrew Bryce will meet to discuss the project and report back to the Parish Council with more details of the recent survey and some breakdown of costs.

The use of S106 monies was discussed with adult gym equipment on the playing field and an issue with the Community Hall acoustics both mentioned.

1. **Adjournment for Reports from County and District Councillors, Police and Comments from Residents**

Dave Busby reported that he had requested a speed survey at Silver Hill. Adult and Care community services have formed a service to provide advice which will help people stay in their own homes. Dave mentioned Tesco grant funding from plastic bags and the clerk will send this information to John Whyman and Andrew Bryce which may prove useful for the MUGA. Household waste sites will be open later on a Thursday but closed all day on Wednesdays. Foster care fortnight will hopefully find a family for some of the 750 children looking for a home. The Fire Brigade consultation has now been completed. It was asked that Dave request that Jane Storey cabinet member SCC meet with Parish Council regarding Broadband.

District Council – Parish Council Liaison Meetings will take place in June, Sproughton Sugar Beet site use is still being discussed and a stakeholder meeting is due to take place shortly. Brantham planning for a number of houses is due to go before Babergh Planning Committee imminently. Sproughton Parish Council are still considering and gathering information about a judicial review in regard to Wolsey Grange. Taylor Wimpey appear to have options or permissions on the majority of the land on ‘The Beagle’ side of the A1071.

1. **Planning –** West View, The Street, Chattisham – B/16/00454

Erection of dwelling following demolition of existing bungalow

The parish council considered and agreed to the application with no issues.

1. **Reports from Parish Councillors.**

Chattisham Play Area – Thanks were given to Ian Bryce for his work at the play area, the bark should be put down shortly.

1. **Alliance of Parish Councils**

A report had been sent by David Marsh (below) following the meeting at East Bergholt on 29th April and a representative from the Parish Council will be appointed as soon as the formal invitations are made.

Report – 29th April Alliance of Parish Councils

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| --- | --- | --- |
| **Attendees** | BranthamChattisham & HintleshamEast BergholtPinewoodSproughton | Joop van der ToornDavid MarshPaul Ireland, Rodney Moss, Clive TotmanBeryl Calver John Foster (resident), Helen Davies  |

* Several people had provided notes previously on possible objectives and how the entity should be structured
* JF described how a previous group he chaired functioned (South Suffolk Amenity Group) - loose grouping of people/organisations interested in a particular topic - suggested that our group be regarded as an alliance between various town/parish councils.
* The objectives of this alliance were defined as:-
* to share relevant & useful information (avoids the 'divide & rule' problem)
* to work together to highlight & resolve issues of mutual concern
* to provide advice & support to the parish councils in the alliance
* The suggested first task is to write a joint letter (2b published in the EADT as a feature letter) stating that we have no confidence in Babergh District Council due to recent issues with planning applications centering on lack of adherence to due process, failure to follow their own Constitution & Charter and stating that we hope the new CEO will be more open to discussion so that we can develop a more fruitful working relationship.
* It was agreed that we needed a certain amount of structure but that too much bureaucracy would be counterproductive. Points made were: -
* the group would be called the **B**abergh **A**lliance of **To**wn & **Pa**rish **C**ouncils (BAToPaC??)
* councils would take turns in hosting the meetings
* the host council will take the minutes
* one rep from each council (although others welcome if interested)
* each rep must obtain the authority to act on the council's behalf
* a single parish will take the lead on an issue e.g. East Bergholt on Moores Lane, Sproughton on Wolsey Grange and therefore provide the resources to do this e.g. minute taking
* no formal voting - if councils are interested in pursuing an issue, interested councils will work together, the remainder do not have to
* all parishes in Babergh would be invited to join
* initial meetings would be monthly but this could change dependent what seems appropriate
* the alliance would run for a year initially and then depending on how members felt about its effectiveness then a decision would be taken as to whether it should continue.
* The following actions were agreed:-
* Issues notes from the meeting (HD)
* Send invites to Babergh parishes councils (inc. towns) (PI)
* Next meeting to be hosted by Pinewood (BC)
* Website to be setup with both public and private sections (PI)
1. **Hintlesham Play Area Bark**

The council discussed the purchase of bark for the play areas in Hintlesham and Chattisham to maintain the health and safety of the playgrounds. This was proposed by John Whyman and seconded by Debbie Archer with all in agreement

1. **Expenditure**

The following cheques were approved and signed

Chq Expense Payee Amount

906 Clerk Salary S Barber £106.25

907 The Link grant The Village Link £591.50

908 Subscription SALC £321.49

909 Play Bark T Bryce & Sons £1200.00

Play Bark - A cheque of £500 had been received from the Community Council and the clerk will also claim back £200 VAT

1. **To approve audited accounts for the year 2015/16**

The accounts were approved and Richard Davis thanked for performing the internal audit once again. No audit issues were raised. The governance statement was signed by the chair and will be sent to BDO Stoy for external audit. The accounts will now be placed online in line with the recently introduced transparency code.

1. **Correspondence**

Clerks and Councils Direct - circulate

1. **Any Other Business/Items for Next Agenda**

There was no other business

There being no further business the meeting closed at 9pm