

## **Minutes of Cavendish Parish Council meeting**

Meeting held in Memorial Hall, Garrett Room on 19th September 2018 at 7.30pm

**Attendees:** Parish Councillors; Malcolm Halliday (Chair), Shannon Craig, Edward Gittins, Patricia Rudd and Rosemary Silver; County Councillor Mary Evans; Borough Councillor Peter Stevens; 3 members of the public and Chris Turner (Clerk)

**Apologies:** Parish councillors Annette Williamott, Danny Rowe

The Chair, Malcolm Halliday opened the meeting.

A presentation was then made to Vic Oliver, representing the Cavendish Speedwatch team, of a certificate of appreciation from the Chief Constable of Suffolk.

**Open Forum:** Comments made relating to drainage at the bottom of the green, it appears that drains are blocked as no water can drain away when heavy rain is experienced. This also applies to the drain near the entrance to “Jacksons” on the High Street. Clerk will again report these issues to Highways.

Question asked as to why priority was given to Pentlow Drive re-surfacing when there were worse major and minor roads in the area in need of attention. Mention made about late notification of road closures, which led on to the following report by, and discussion with, Mary Evans.

**Report from County Councillor Mary Evans:** Suffolk CC will be looking at a boundary review in May 2019. The CC have, in the first quarter of the year, likely to have overspent their budget by £8m. Their total annual budget is £500m, but of this just under 50% goes on Adult Social Care and Children’s Services and this area is likely to see more costs. Mary is now head of Highways, they have a budget of £40m. She aims to make them a lot more efficient when dealing with potholes and general maintenance. New procedures will be seen, and efficiency is a number one priority. She accepted the inefficiencies including the problems of late notifications of repairs at Pentlow Drive and other places. She confirmed the speed sign at the Long Melford end of the village had been removed as it was no longer viable and could not be repaired, whilst no decision has been made for the sign at the other end of the village. There is power available at these two areas but the new Speed Indicator Devices (SID) are battery powered. The cost of such devices is approx. £3,000 per unit. Discussion took place on the possible replacements available and a meeting is to take place between Cllr. Halliday, Mary and representatives from the Speedwatch team to explore alternatives.

Mary admitted that the verge grass cutting had been poor this year.

**Report from Borough Councillor Peter Stevens:** The Borough Councils budget is under control and balances to 2020/21. He confirmed that the boundary review, following the merger of councils, will be known in October.

He has been in contact with the grass cutting team regarding an email the clerk had sent and hopefully we shall now see a return to normal services. He is to send onto the clerk a copy of the email exchange that has taken place. He does have funds available if we need help to buy a new SID.

## **Meeting closed for Parish Meeting.**

### **1. Approval of minutes of the meeting held on 25<sup>th</sup> July 2018**

It was resolved that the Minutes of last meeting were correct. The Chair then signed them.

### **2. Clerks Report**

A report had been made about the potholes on the road to Pentlow Bridge. Some of the worse ones had been filled but it still left the road in a bad state.

The external audit report has now been received and will need to be published on the website.

The Finance Committee will need to review the comments made.

He has received reports on drains, trees, grass cutting, cemetery and play area, these matters are in hand.

We cannot have a mixed bottle bank and need to report when the two we have need emptying. The steps leading to the bottle bank are to be looked at and dealt with by Cllrs Halliday and Craig. They will also liaise with David Kirkman as to the play area report and repairs.

### **3. Finance**

a) Accounts for the year to 31<sup>st</sup> August were circulated and it was resolved that they were in order, the Chair then signed them.

b) Minutes of the Finance Committee meeting that took place on 9<sup>th</sup> August had been made available to all Councillors who had the opportunity to ask questions. The minutes included suggestions as to charitable payments, these were accepted and it was resolved that these could now be paid. The minutes incorporated a budget review for the year to 9<sup>th</sup> August which indicated that we were in-line with forecasts to date.

c) The Financial Regulations for the Council had been circulated to members of the Finance Committee and they had no objections to them. It was resolved that these regulations be adopted and they will now be published on the village website.

### **4. Report by Chair including Memorial Hall**

Following the removal of a wall at the Jubilee Room, wall rendering was found to be in bad condition and needs to be replaced, a further quote is required from our contractor Marjoram Builders.

It was resolved to give the go ahead for the next phase of work:- Repairs to the left hand side gable end. Currently the total cost of the work to be undertaken on the renovations is about £15,000.

Additional work needs to be carried out on the drains, where cameras will be needed to see potential problems.

New heaters still required in the ladies toilets. The floor refurbishment in the hall will be completed in the week of the 22<sup>nd</sup> October.

The project is ongoing, the finances are in place to cover costs.

### **5. Report by Councillors**

Cllr Silver: The repairs to the footpath steps and rail into Water Lane have not yet been completed although it should have been done some time ago. Rights-of-Way at Suffolk CC to be reminded.

Cllr Gittins: No contentious planning applications received since our last meeting.

6. **Planning Policy**

It was felt that we needed to set up a committee to look at planning applications and change the way planning decisions are currently dealt with. Cllr Halliday to draft a new policy and liaise with Cllr Gittins; it should be ready to adopt at our next meeting.

7. **Allotments**

Clerk is to write to certain current allotment holders reminding them that the rules of their lease stipulates that they need to keep allotments in good order otherwise we can remove them from the list. Clerk confirmed that in this year there is only one and a half allotments which have not been let, and of those one whole allotment has been allowed to be left uncultivated.

A letter has been received from a parishioner asking whether the Council were willing to sell or let a number of allotments to extend a garden for a neighbouring property. There are a number of restrictions in selling allotment land and in allowing long-term lets, permission is needed from the Secretary of State and compensation needs to be paid to the current lease holders. As we do not have sufficient empty allotments we would also find it impossible to move the current holders elsewhere. As such it was felt that we could not agree to the request, clerk to inform the parishioner accordingly.

8. **Old Speed Signs**

See above County Councillor Mary Evans report

9. **Correspondence**

Cllr Gittins is to draft a letter to the Church Warden emphasising our concerns regarding safety of the church tower following their reply to an earlier letter we had sent them.

The Church had also thanked the Council for their donation towards the church clock repair. A request has been received from a parishioner as to whether they can buy a tree for planting in the cemetery extension in memory of their late spouse. Cllr Rowe is to be asked his opinion as he is responsible for the cemetery. Clerk to speak to him.

Next Parish Council meeting set for 14th November at 7.30 at the Memorial Hall

There being no further business the meeting closed at 9.12pm

**C R Turner (Clerk)**

Signed.....(Chair) Dated.....

**Payments made in period 1<sup>st</sup> July to 31<sup>st</sup> August 2018**

TO WHOM	Chq No.	AMT (£)
Anglian Water re Allots	655	8.05
Jeanette Murcott Pay/Exps	656	102.09
Cemetery clearance	657	100.00
Taps and Misc Items	658	79.82
D Kirkman Inv 86-88	659	332.16
Maestro Tree Svcs	660	220.00
Stationery costs	661	65.76
C Turner- July	662	527.13
D Kirkman Inv 89-90	663	175.00
Water Rates- Hall	664	25.24
J Murcott Hall Cleaning	665	111.00
Cavendish PCC re Clock repair	666	81.50
Eon Electric	d/d	262.00
Waste Memorial Hall	d/d	45.24
Waste Allotments	d/d	22.62
Chubb re Hall	d/d	16.92
D Kirkman Inv 91-92	667	175.00
Eon Electric	d/d	262.00
Waste Memorial Hall	d/d	45.24
Waste Allotments	d/d	22.62
Chubb re Hall	d/d	16.92
Playarea Equipment	668	212.37
C Turner-August	669	447.33
D Kirkman Inv. 93/94	670	221.44
<b>Total</b>		<b>3577.45</b>