

Minutes of Parish Council Meeting held on Wednesday 8th July 2020 at 7.30 Meeting held remotely by Zoom

Attendees: Parish Councillors Malcolm Halliday, Shannon Craig, Ted Gittins, Danny Rowe
Annette Williamott.
Chris Turner (Clerk)
District Councillors Karen Richardson, Marion Rushbrook, and Jim Meikle
No members of public

Apologies Cllr Rudd was unable to connect to the meeting

Open Forum- No parishioners present

District Councillors comments - All three Councillors had provided copies of reports and these had been circulated prior to the meeting. No questions were asked. (copy of reports attached to minutes). Councillor Rushbrook has agreed to help fund the Wildflower area, she would like an idea of the amount we would like, Cllr Gittins will look into it.

County Councillors report - A report had been received and circulated (copy attached to minutes)

Meeting closed for Parish Council agenda.

1. Minutes of meeting of the 13th May 2020. These were accepted as a true record, and duly signed by the Chair. All in favour.
2. Outstanding Items. There was nothing outstanding from the last minutes. The clerk did mention that as Rosemary Silver has been unable to attend meetings, she automatically now had to vacate her position on the Parish Council. The clerk is to put in motion the necessary steps to advertise the position.
3. Financial - The accounts for the 2-month period to the end of June were presented and examined. A few questions answered by the RFO-Clerk. All accepted the accounts were in order and signed off by Chair. Clerk mentioned accounts for previous year were with the internal auditors for examination. The time frame for these to be with the external auditors was tight and an extension had been applied for. (agreed by auditor).
We discussed the letter received from David Kirkman regarding his new rate of pay from 1st April, and everyone agreed this was acceptable.
No decision re hall cleaners pay as the hall was not yet back in use.
4. Re-opening of the Memorial Hall - Currently no one other than the History Society require the use of the hall and are unaware of the likely numbers that would attend, we have asked them to provide this information before making a decision. At the time of this meeting exercise classes are unable to use these facilities which would also include Badminton. No other group that historically use the hall are wishing to use it until September at the earliest.

5. Reports by Councillors -

Cllr Gittins (Wildflower area) reported that currently it is unknown whether the volunteers who were to help with clearing the area will still be willing to assist. He will report back at the next meeting.

Cllr Craig (Finance/Play area etc) reported that the new steps to the bottle bank were now in place as was a handrail to assist.

Cllr Williamott (Planning/Cemetery etc) The play area has reopened, and she will assist Cllr Halliday with the cleaning. She will liaise with the clerk to re-write the rules for the cemetery.

6. Chairman's Report - Cllr Halliday reported on the current position of the Memorial Hall. The car park was now complete with the new surface laid and white lines for parking bays incorporated. It cost slightly more than anticipated with some extra work and the white lining. The additional cost was approved by the Councillors. We are hopeful of receiving funds from The Pamela Matthews Trust and it was agreed we would also approach The Ambrose Trust. Pleased with the new steps and handrail and payment already authorised. Thanked the District Councillors who had provided some funds towards the cost. The algae on The Waver was causing comment, we have received some advice which we will be looking at. As mentioned, the play area has been reopened with a clean, new play bark for safety and a Risk Assessment has been done. Various notices have been placed on the surrounds explaining the new rules. The school have been contacted and asked if they would inform the children accordingly.

7. Code of Conduct for Parish Councillors, consultation - This has been circulated. No one had any comments to add. The Chair will complete the pro forma and return.

8. Planning - (Cllrs Halliday and Gittins) - Discussed the applications that had been received since the previous meeting and those which were still in date. (See schedule attached)

9. Correspondence - There has been comment re speeding etc in the village. The Council are aware of the problems and have lobbied the appropriate bodies. They noted from Mary Evans' report, that there is a possibility that ANPR cameras may be installed in villages such as ours, on the main A road, which would measure average speed through the village. This would be the best way, in our opinion, to manage the situation. Added to this, the clerk has received a demand for monies to be paid for the road weight restriction that will be trialled from Baythorn End to Long Melford, which would cut down most of the heavy vehicles passing through the village. We are to check with Mary Evans when this is to be implemented.

Meeting ended 9.10pm

C Turner- Clerk

Statement of outgoings in 2-month period to 30th June as attached

Next meeting 9th September

Response by Cavendish Parish Council to West Suffolk Council Planning Applications – July 2020

DC/20/0472/FUL – Re-Consultation – Planning Application 19 Peacocks Rd – New Dwelling

We responded we had ‘No Objection’ before but we commented on our concern of North facing dormers in roof and possible relocation to South aspect.

DC/20/0789/TPO – Tree Preservation Order – Beech tree on Cavendish green – lateral reduction.

Parish Council application. Visited by WSC tree warden and he suggested minimal work on beech and that we extend the application to include crown lifts on all trees on the green. Waiting for decision.

DC/20/0787/TCA – Trees in a Conservation Area – Cavendish Cemetery – Work on renovation of avenue plus crown lift on beech and removal of elders.

Parish Council Application – Passed

DC/20/0901/TCA – Trees in a Conservation Area – Whitcroft, Poole St – Prune Cherry Tree

We have no objection. No Comment.

DC/20/0937/HH – Householder Planning Application -Choodles, Melford Road - Single storey front extension and single storey rear extension

We have no objection. Support application.

DC/20/0978/HH – Householder Planning Application – Church Farm, Peacocks Road (i) single storey rear extension (following partial demolition of existing lean-to) (ii) replace windows to rear first floor (iii) new fencing to boundary (iv) 2no. roof lights to rear elevation

No objection. We supported the application and that we made the following observations:

We have no objection to the rear extension to enlarge the kitchen and attached garden room but consider that it should project into the garden on the line of the southern wall of the rear lean-to extension. Extending southwards to adjoin the base of the large rear chimney stack as proposed will harmfully affect the appearance and integrity of this important feature.

As a possible compromise, the only way we consider it would be appropriate on the scale proposed would be as a simple green oak glazed structure which would be more sympathetic to the character of the farmhouse as opposed to a rigid metal and glazed structure.

DC/20/0979/LB – Householder Planning Application – Church Farm, Peacocks Road. Application for Listed Building Consent - (i) demolish external walls to rear lean-toetc.

Support application.

C R Turner – Parish Clerk

Report from Mary Evans – County Councillor

1. An additional £500m funding package and further support for Councils was announced on Friday (July 2) by Local Government Secretary Robert Jenrick. The new support will help local authorities to cover income lost during the pandemic, relieve spending pressures and plug any financial holes that have emerged over recent weeks. The 'un-ringfenced' funding, brings the total fiscal support for local councils to £4.3bn. At the County Council we don't know yet how much we will get. We estimate the response work has cost SCC about £75m. To date we have a shortfall at SCC of £23m between spending and Government funding.

2. In Suffolk we are launching our own Coronavirus dashboard – and I will share the details via the daily bulletin when I get them – to ensure that residents get the full facts and not media hype. Last week there was huge upset aroused in our officials and genuine fears provoked in residents by media reports that Suffolk was on the list of authorities following Leicester into lockdown as over a two-week period there had been a 50% increase in new cases. Technically correct the number of new cases had risen from 2 to 3. To give you the context, in Leicester in the last two weeks there have been 141 people per 100,000 have tested positive while in Suffolk it is 0.9 per 100,000.

3. A plan which sets out how Suffolk would prevent and respond to a localised outbreak of COVID-19 was published on 30 June. Suffolk's Local Outbreak Control Plan will be triggered where there are suspected or confirmed COVID-19 outbreaks in any setting or community within the county. The plan, a requirement of Government of all local authorities, outlines measures to prevent, manage, and contain outbreaks of Coronavirus and protect the public's health. It builds on existing relationships and processes in place with partner agencies across Suffolk. The plan outlines how complex cases will be managed in more than 30 high-risk places, locations, and communities, particularly care homes and schools. It also outlines local testing capacity, use of data to identify and proactively manage outbreaks, and contact tracing in complex settings. An outbreak is defined when there are two or more cases in high-risk settings, or a greater than expected occurrence of COVID-19 compared with the usual level for a particular place and time.

4. The team in charge of procuring PPE, which has been overseen by our fire Chief Mark Hardingham, has done an amazing job. We have never run out of PPE in Suffolk and have managed stocks to maintain an about 30day supply. We have had deliveries from the Government but also procured our own stocks. The team – all who of whom were deployed from other duties – are beginning to winding down but the aim is to maintain a steady stock as preparation in case of a second wave. Throughout the period the team has issued 2.3m items of PPE to frontline SCC staff, care homes, emergency dental practices frontline district borough staff.

5. The recycling centres re-opened in mid-May with a system of pre-booked appointments, which has worked very well and some users are asking us to continue with booked appointments. Initially the centres were only open for garden waste but are now taking trade waste. The re-use shop at the Bury St Edmunds site opens later this week.

To book: visit - <https://www.suffolk.gov.uk/planning-waste-and-environment/waste-and-recycling/book-a-recycling-centre-time-slot/>
Suffolk Recycling Centres are open from 9am to 5pm every day except Thursdays (open until 7pm) and Wednesdays (closed). You can book either a 15-minute or 30-minute time slot depending on the nature of your visit (see 'How to book').
Please do **not** arrive more than 5 minutes before the start of your scheduled time slot. Visits are restricted to one visit per household or vehicle per 7 day period.
There are two different booking systems. Please select the one that applies to you.

Cars, pedestrians and cyclists - You can book a 15-minute slot to deposit household waste using a car or as a pedestrian or cyclist.

Vans, trailers and trade waste - You can book a 30-minute slot to deposit trade waste or household waste using a van (including car-derived vans), a trade car or a car with a trailer. (Vans with trailers will **not** be accepted on any site.)

6. Covid19 update West Suffolk Hospital: As of 6th July:
254 patients have been admitted testing positive for Covid19
134 Covid19 positive patients have recovered and been discharged home
Sadly 79 patients have died after testing positive for Covid19

7. A Lowestoft-based charity is the first organisation to benefit from free solar panels, as part of Suffolk County Council's Renewable Energy Fund.

Nirvana Health and Fitness, on Pinbush Road in Lowestoft, is now hosting a 70kWp solar panel installation and is benefitting from zero-carbon electricity.

The council's £400,000 Renewable Energy Fund is open to eligible businesses looking to reduce their energy costs and carbon footprint through solar power. Successful applicants will have solar panels supplied and installed for free.

Once the panels are installed, the business is sold electricity at a better rate than their existing tariff, so they will see immediate savings.

The Fund itself benefits from income generated by the sale of the solar-generated electricity.

This means money goes back into the pot, allowing more solar panel applications to be considered by the Fund and installed across Suffolk. Businesses with a relatively high daytime energy demand and large roofspace, and who are interested in applying to the Renewable Energy Fund, can contact Sarah Gill at Groundwork Suffolk sarah.gill@groundwork.org.uk or call **07720 098980**

Visit suffolk.gov.uk/coronavirus for health advice, service changes, business support and schools' guidance.

Keep up to date on the latest guidance on COVID-19 from central government here:
www.gov.uk/coronavirus

Report by Marion Rushbrook and Karen Richardson – District Councillors

West Suffolk Council Solar farm in Lakenheath. The Council has recorded its best return yet on its £14.5million solar farm in Lakenheath.

The authority said the Toggam Farm facility produced 2,007MWh in May, it is one of the largest council owned solar farms in the country - with sunny weather helping up to 65 per cent of the nation's power supply come from renewable sources.

West Suffolk has stated the farm is an investment in both green energy and a sustainable boost for their finances. A record £411,000 of income was taken in May. World Environment Day was 5 June this year. "Friends of the Earth, named west Suffolk as one of the top areas for tackling climate change and supporting the environment. But of course, there is more to be done.

Bury St Edmunds: Portable cabins are to be used in Bury St Edmunds as temporary homes for the homeless as a council deals with unprecedented demand for emergency accommodation.

Units are being set up on West Suffolk Council-owned land as hotels and B&Bs become unavailable and the moratorium on evictions ends in August, while furlough pay reduces from this month before ending in October.

West Suffolk has a shortage of affordable housing for single people, has 149 households in temporary or emergency accommodation compared to 83 in June last year. This includes 30 families, 105 single people or couples and 14 rough sleeper beds. These will be used for up to 6 months.

Staff and security would be in place 24 hours a day. There will be help provide for food and other essentials. The cost is about £125 a week to house a person in the portable cabins, compared to about £400 a week in a hotel.

High streets are reopening – From West Suffolk Council. With Government guidance allowing more people to return to work and shops to open, it is important that we manage our car parks to free up long stay spaces for workers and short stay for visitors. Parking charges are to be reinstated across West Suffolk starting Monday 15 June but tariff increases remain on hold.

We've already prioritised and paid out around £34m in Government business grants to business including retail, around another £34m in rate relief and having lobbied Government on their behalf, we are now paying out grants to other small businesses including our market traders. Alongside all of this are the car parking tariffs which are a way of managing spaces. Income from parking helps pay for, town centre security, cleaning and maintenance of car parks and enforcement – all of which supports our town centres as places of economic, social and cultural activity.

Clare Market. Last month this was a click and collect service. It is hoped the market will return in a more usual format in July but this is subject to Government announcements and guidance.

Small business grants

This has now closed (30 June 2020). This was launched in May after West Suffolk Council successfully lobbied the Government for extra support for small businesses in the area and before the deadline closed had already paid out more than half of their £1.9 million. The council were active in contacting businesses and not waiting for applications to come to them.

Report by Jim Meikle – District Councillor

Council	Cavendish Parish Council	Date:	8th July 2020
Councillor	Jim Meikle, Independent, Clare, Hundon & Kedington Ward.		
1	<p>Shielding & Support.</p> <p>The current status is that shielding and HMG food support will cease from August 1st. I have again chased the appropriate departments for the guidance and details of how this scheme will work for those who cannot obtain a supermarket slot. There are a variety of reasons why some cannot access this service, either click and collect or delivery.</p> <p>HMG state that further support will be provided 'locally' which raise questions about who will deliver any service, from where it will be resourced and the sharing of data of those needing support. This is guidance we are awaiting. I have expressed the concern that late guidance could adversely impact upon the vulnerable. The vulnerable now include a whole range of the community as a result of the scope of test, track and trace outcomes.</p> <p>People in Clare are now having to shield for 14 days in Clare and be tested due to a visitor testing positive after a visit to the town. Despite the downward trend of the virus, as the scientists clearly advise, the risk remains very high and with the increased freedom of movement and access, more sources of infection have been created. Therefore the message below remains relevant. Some of the behaviors I have recently in the village do not reflect a safe attitude.</p> <p>Reports of an impending lockdown in Suffolk were grossly exaggerated. There was an increase of more than 50% of cases, two to five. This, amongst other issues, lessens the credibility of the risk message and I would urge parish councillors to support the safe message wherever possible.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 80%;"> <p>I know from our meetings that the group for this next transient period are maintaining their levels of available support in case the 'R' factor increases. It is vital that we <u>STAY ALERT</u> and ensure that there is not a second wave of infection.</p> <p style="text-align: center;">SOCIAL DISTANCING REMAINS ABSOLUTELY ESSENTIAL.</p> </div> <div style="text-align: right; margin-top: 10px;">  </div>		
2	<div style="text-align: center; margin-bottom: 10px;">  </div> <p>The 'Home but not alone Service' continues to operate. Anyone can contact the service on 0800 876 6926 for themselves or others who may need support.</p>		
3	<p>Post Covid Recovery:</p> <p>It is good to see businesses in the village reopening and the Community Shop continuing to trade at almost record levels.</p> <div style="text-align: center; margin: 10px 0;">  </div> <p>From the first week in September a mobile post office will be visiting the village each Wednesday</p>		

	<p>between 12:30 and 13:30 hours. The aim is to park the vehicle outside the Sue Ryder shop on the parking area. Consolidating village centre services.</p> <p>The service is intended as an outreach service for those cannot easily reach post office in the neighbouring towns or villages. But it will also enhance the services to the village generally including banking for businesses and the delivery of change that can be pre-ordered. Support could lead to the service being expanded.</p> <p>Concern has been expressed in some quarters that the service could endanger Clare Post Office viability. Sample opinions however indicate that a whole range of surrounding post offices are used by the community and this service will not dilute the viability of any business.</p>
4	 <p>Re-Thinking - Locally:</p> <p>A local government movement is gathering momentum for localism and devolution of services to a more local level. The pandemic has proved that resourced local support and provision really works effectively for each community. The Community Shop, Parish Council and Covid Response Group reaction to the demand of the pandemic are excellent examples of that. I have attached a link below which provides information on the concept. Change to local government is coming, rapidly and I think that localism will feature heavily in that. Therefore, I thought that perhaps you might like to consider how we might as a community benefit from those changes.</p> <p>https://www.local.gov.uk/about/campaigns/re-thinking-local</p>
5	<p>Localism – Emergency Planning:</p> <p>At the recent WSC Overview and Scrutiny Committee planning session which scrutinises the work of the council I contributed the motion that the council ought to reconsider the reintroduction of local emergency planning and town and parish level up. Again, the pandemic has proved the resourcefulness of the community in this respect. This will now be an agenda item at tomorrow meeting.</p>
6	<p>The Bottle Bank:</p> <p>It is good to see the introduction of the new steps and additional container at the site. The steps make the access to the site all the safer and the increased capacity should void spillages. However, I observed commercial interests using the facility instead of trade bins with an operative taking less care than they should resulting in more glass than necessary breaking on the ground. An obvious hazard. As a parish facility I wondered if the council might like to address this issue.</p>
7	<p>Trees:</p> <p>The trees in Peacocks Road and in one area of Peacocks Close need some TLC. Recently a whole section of tree in Peacocks Road came down on the footpath. Fortunately, members of the community were able to clear it away quickly with the aid of WSC grass cutting team. The tree officers of WSC and SCC have been informed due to dual responsibility and there needs hopefully met.</p>
8	<p>West Suffolk Council:</p> <p>There are Overview & Scrutiny and Full Council Meeting this month which I will be attending and will report back on.</p>

BANK ACCOUNT PAYMENTS				TO				30th June 2020			
DATE	TO WHOM	Chq No.	AMT	ADMIN	MISC	CEM	STCLEAN	GRASS	HALL	HALL	VAT
					Other	ALLOT	MAINT		MAINT	SERV	
7/5/20	D Kirkman Inv 24/25	847	220.70				220.70				
21/5/20	ditto Inv 26/27	848	178.60				178.60				
ditto	Jacksons re green waste	849	132.00			110.00					22.00
ditto	Indigo Ross re Covid 19 grc	850	152.00		152.00						
ditto	C Turner Wages/Exps May	851	458.30	458.30							
ditto	New defibrillator pads	852	47.09		39.24						7.85
ditto	Chubb Fire safety contract	853	199.36							166.13	33.23
14/5/20	Waste Collection-Allot	d/d	23.43			23.43					
26/5/20	Chubb re Hall	d/d	19.74						16.45		3.29
ditto	Maestro- Trees Cemetery	854	70.00			70.00					
2/6/20	A Water re Hall	855	8.16						8.16		
ditto	ditto re allotment	856	2.46			2.46					
4/6/20	D Kirkman Inv 28/29	857	226.00				226.00				
10/6/20	Haven Power re Hall Elec.	d/d	134.51							128.10	6.41
12/6/20	Jacksons re Cav in Col	858	700.70		583.92						116.78
14/6/20	ICO Sub	859	40.00	40.00							
17/6/20	D Kirkman Inv 30/31	860	226.00				226.00				
ditto	Waste Collection-Allot	d/d	23.43			23.43					
ditto	Haven Power re Hall Elec.	d/d	196.34							187.00	9.34
ditto	Chubb re Hall	d/d	19.74							16.45	3.29
20/06/20	HMRC re PAYE to 30-6	861	323.40	323.40							
ditto	C Turner June 20	862	458.30	458.30							
	Total for period		3860.26	1280.00	775.16	229.32	851.30	0.00	0.00	522.29	202.19

BANK ACCOUNT RECEIPTS		TO		30th June 2020					
DATE	SOURCE	AMT	ADMIN	CEM	ALLOTS	OTHER	HALL BOOK	HALL OTHER	VAT
07/05/20	Grant re Covid 19 group	2,500.00				2,500.00			
22/05/20	Reserved ashes plot re B	125.00		125.00					
ditto	Memorial re Cresswell	62.50		62.50					
25/05/20	Glass re-cycling	455.97				455.97			
28/05/20	Interest on deposit	56.56	56.56						
08/06/20	VAT refund	3001.06							3001.06
12/06/20	Wayleaves	97.15				97.15			
	Total	6298.24	56.56	187.50	0.00	3053.12	0.00	0.00	3001.06
	Total b/fwd	69,092.30	58,862.30	230.00	0.00	0.00	0.00	10,000.00	0.00
	Total year to date	75390.54	58918.86	417.50	0.00	3053.12	0.00	10000.00	3001.06
	less expenses	5940.84							
	net	69449.70							
	Earmarked funds								
	Cavendish Flowers	651.16		Current a/c	59980.64				
	Mem Hall	10000.00		Deposit a/c	9469.06				
	Mem Hall Car Park	11655.00							
	Covid 19 Funds	2,548.00							
	O/s Grass cutting 19-20	4,500.00							
	Total earmarked funds	29,354.16							
	Reserve	40,095.54							
	As at 30/06/2020	69,449.70		Total	69,449.70				