

# CAVENDISH PARISH COUNCIL

## **Minutes of Parish Council on 10th March 2021 Held remotely via Microsoft teams Commenced at 7.30pm**

Attendees, Parish Councillors M Halliday (Chair), A Williamott, S Craig, Ted Gittins, Mark Freeman.

County Councillor Mary Evans, District Councillors Karen Richardson and Marion Rushbrook. Chris Turner (Clerk)

3 Members of the public

Apologies for absence, Parish Councillor Danny Rowe.

The Chair welcomed those present. He went on to mention how saddened he was on the recent death of Jim Meikle following his fight against cancer and sends the council's condolences to the family. If anyone wishes to make a donation it should be to the "Fire Fighters Charity". Jim had been an important member of the village Covid-19 group and brought a number of initiatives into the village. There will be a tribute in the village magazine.

The Chair also mentioned the sad events on the Green and sympathy goes to the victim's family and neighbours. Following the fire, we are to make good the area.

County Councillor Mary Evans report - This is likely to be Mary's final meeting as she will not be seeking re-election on 6<sup>th</sup> May. Our best wishes go to Mary and a thank you for all the work she has carried out for the village. She added her sympathy on the two recent deaths in the village and mentioned she had written to the fire crew with her thanks. She has sent a report, which will be included with the minutes, and in addition made further comments. She is hoping that the new ANPR machine will be set up in the village at some time, due to the speeding problems. It will be moved around not kept in one place. She received a communication from a resident of Mill Lane and wonders whether this could be part of the "quiet lane initiative. She will be willing to arrange and attend a meeting with Highways on parking issues near the URC church once we have come to a decision on what we would like to see. The presentation by Cllr. Freeman (see below) of course depends on what would be achievable, and the council will be contacting Mary to arrange such a meeting. Electric charging points may be available to locate in the Memorial Hall area - something we need to investigate. Mary then had to leave for another meeting.

District Councillors Report - This was sent prior to the meeting and circulated, nothing further to add. Copy held with minutes.

Cllr Mark Freeman had put together several slides, as he put it, "an holistic view of Cavendish traffic". This covered a multitude of subjects from parking, to speeding, use of open places, connection with planning, electric cars etc. This idea was and is to start looking at the individual issues as part of the issues facing the whole village. The first issue discussed was parking near the URC church and making use of cobbled areas that we have been told cannot be used for parking due to the double yellow lines. There are a number of suggested solutions, but all will be subject to costs and scrutiny by Suffolk CC Highways. See above re contact with Mary Evans. Meeting to be arranged to go through suggestions for feasibility.

The 3 residents who were at the meeting had been interested in the parking and traffic issues and asked whether they could see the slides that were presented, and the Chair will forward them on. They accept that this will take time but appreciate that its being investigated. The residents asked to be kept up to date and would like to join in the discussion when the meeting with Highways is held.

Meeting closed for Parish Meeting.

1. Minutes of last meeting approved by all and signed off by “the Chair”

2. The clerk had nothing further to report on the minutes but was pleased to report that the flooding issue outside Devonshire House appears to have been fixed.

3. Financial Report –

a) Report to 28<sup>th</sup> February accepted and agreed with payments made in the period. Agreed by all and signed off by the Chair. A few queries answered by RFO, clerk. The renewal of the Councils Insurance policy has been received. This was looked at, and agreed that it was in order, and can be renewed under the current terms. We have a fixed rate for 5 years; this is the 2<sup>nd</sup> year.

b) There has been a request for funding help for the magazine so that they can do a full village drop for the December issue. The extra cost would be £300 approx. The magazine is funded by subscribers and through advertisements and the clerk mentioned that as this is the case, we do not have authority to spend Council funds on this. An alternative suggestion was made that we pay for space in the magazine to put in reports etc and this will then reserve a page at a cost of £25 per month. We are to speak to the magazine. It would be for 1 year only.

4. Memorial Hall-

a) Redecoration acceptance of quotes. Three quotes have been obtained for repainting the ceiling and cleaning the lights in the main hall. They varied from £1700 to £3425. The trades men were all known and two have done work for the council before. The council opted for the lowest quote, but we need to ensure good quality paint was used, Crown/Dulux etc and the tradesman had the necessary insurances.

b) Hall Alarm System. Chubb Fire and safety have recently inspected the hall systems and although it passed have suggested that various updates were needed. The cost would be £833.13. We need to ensure safety and it was agreed they can do the necessary work.

c) Hall re-opening times. Under current restrictions we cannot open the hall until 17<sup>th</sup> May when it can be at 50% capacity only. We can however use it as a polling station on 6<sup>th</sup> May. It will need to be cleaned and the work completed by then. The exercise classes can reopen from 17<sup>th</sup> May but may be limited to the rule of 6. Hopefully, all restrictions will cease from 21<sup>st</sup> June.

d) The preschool has continued to use the Jubilee room free of charge however this will cease after the Easter break and they will then need to start paying rent again.

5. Village Green - Use by businesses.

We have received a complaint about the tearoom using tables on the bottom green. Currently they can only have a take-away service and should not be using their chairs/tables. It was felt that once they re-open for an outdoor service only, we need to review the position as by having tables near the tearoom it does cause a problem with traffic exiting the road by the Duck or Grouse and the drivers sight line. There is no problem for their customers using the main green for a picnic. We expect to hear from the Five Bells when they once again can start serving.

6. Planning- There is one application outstanding which was received prior to our meeting and that is Ark Farm up Colts Hall Lane. After discussion and a vote, it was decided that we have no objections but there was some information not supplied as to what the barn was to be used for, and this will be mentioned to the planning office. It was felt that we could not object on traffic grounds as there was a barn there previously and that would have had lorries etc. The road is in need of repair, but this is a Highways issue not a planning issue. Other planning applications are as per note attached to the minutes.

7. Reports by Councillors - Although Cllr Rowe was not present, he had sent a short report which included the allotments (looking good but rubbish needs clearing), cemetery (tidy but grass needs cutting and more cuts needed), footpaths (very wet, has replaced some missing signs and added some), and finally has reseeded the area up at the top of Peacocks Road/bottom of Peacocks Close). Thanks, from the Council for dealing with that issue. No other comments.

8. Report by Chair - We still have a vacancy for a councillor, we can now co-opt. He has had a meeting with the shop committee re a bench for Arthur Kemp outside the Duck or Grouse and has agreed the positioning which will be on a cement base.

9. End of financial year requirements including policies/Asset Register/Internal Control etc

- a) Standing Orders and Financial Regs. Updated and agreed
- b) Asset Register agreed and signed off. Addition in year being a laptop.
- c) Financial Risk Assessment signed off. However, RFO aware that local powers should be noted on the payment schedule which has not been done. Has a list of the powers and most fall under LGA 1972. To discuss with Cllr. Williamott as to what action to be taken.
- d) Internal Control statement completed and signed by Chair.

All the above had been sent prior to the meeting to the councillors via e mail.

Meeting ended at 9.30. Next meeting should be 12<sup>th</sup> May but has been moved provisionally to 2<sup>nd</sup> June so can be held face to face. The village APM will be on 19<sup>th</sup> May.

C Turner-Clerk

Payments made in period from 1/1/21 to 28/2/21

<b>BANK ACCOUNT PAYMENTS</b>			
	TO WHOM	Chq No.	AMT
02/01/21	MJ Maynard Elec,	916	104.40
ditto	HMRC re PAYE to 31/12	917	332.60
ditto	D Kirkman Inv 8,9,10	918	256.64
ditto	W Suffolk Grass 20/21	919	6724.43
07/01/21	J Murcott Hall Cleaning Dec	920	33.25
19/01/21	D Kirkman Inv 11/13	921	183.32
ditto	C Turner Jan Pay	922	469.40
ditto	W Suffolk DC re Allot waste	d/d	23.43
ditto	ditto	d/d	7.06
ditto	ditto re cemetery waste	d/d	25.74
ditto	ditto re Memorial Hall waste	d/d	66.93
ditto	Haven Power re Hall	d/d	159.57
22/01/21	Auto Innovations re sign	923	57.60
25/01/21	Chubb F&S Hall	d/d	19.74
ditto	T Wareham re gutters- Hall	924	50.00
28/01/21	D Kirkman Inv 12/14	925	183.32
16/02/21	Haven Power re Hall	d/d	173.58
17/02/21	D Kirkman Inv 15/16	926	158.98
28/02/21	Chubb F&S Hall	d/d	19.74
	Total for period		9049.73
	Total b/fwd		49541.74
	Total year to date		58591.47

**Response by Cavendish Parish Council  
to West Suffolk Council Planning Applications – March 2021**

**DC/20/2182/HH – Householder planning application – Single Storey side extension – 24 Peacocks Close, Cavendish, Suffolk**

No Objection.

**DC/21/0088/HH – Householder planning application – Single Storey rear extension– Prentice House, High Street, Cavendish**

No Objection.

**DC/21/0119/FUL – Planning application – Dwelling with detached garage (following demolition of existing dwelling) Kiln Farm, Melford Rd, Cavendish**

No Objection.

**DC/21/0326/FUL – Planning application – One agricultural storage barn – Ark Farm, Colts Hall Rd, Cavendish.**

Parishioner comments on the legitimacy of the application and letter sent by CPC to Enforcement regarding Prior Approval DC/20/1999/AG1.

As a result, Applicant was asked to submit formal planning application (above)

Parish Council to decide on response.

**DC/21/0328/HH – Householder planning application – Single storey rear extension and addition of additional window to side elevation – Church Farm Barn, Peacocks Rd, Cavendish.**

No Objection.

C R Turner – Parish Clerk

Report from Mary Evans, County Councillor

I will join you later but could be late as have four other meetings

Locally:

I replied earlier re the parking issue on Lower Street.

I have had an approach from a resident asking for a speed limit reduction on Mill Lane – and I have replied and said I will raise with you tonight

Following on from the January meeting when I told you we now have the Police agreement and the funding for the **Automated Numberplate Recognition Speed Indicators** pilot project - I have put forward the A1092 to be part of the scheme. Devices will be installed at the roadside to tackle localised problems with speeding drivers. The devices will be periodically moved between sites of concern and the data will be forwarded to the Police to assist with targeted enforcement. The point I stressed in my application was the level to which speeding is impacting on all of the A1092 communities and affecting the health and wellbeing of residents.

I believe you are aware I am not standing at the SCC elections in May and depending on the date of your APM this will be one of my last meetings with you. I would like to thank you and say what a privilege it has been to represent you at SCC.

Highways has had a slighter lower allocation from Department of Transport for the coming year than for this year. We are though doubling the budget for drainage and are planning to use the extra £1m of emergency post winter funding to fix potholes.

I would like to go through outstanding highways issues with you tonight so we can get the full list of outstanding works for me to follow up with highways.

#### CENSUS 2021

Census is here! Census day is the 21st of March You can complete the Census online now at <https://census.gov.uk/>

We now have vaccination centres in Haverhill, Newmarket and Bury St Edmunds and rapid testing centres in Haverhill, at the Arts Centre, Newmarket, St Ethelred's parish centre and Bury St Edmunds, West Suffolk College. These have been set up to be used by people unable to work from home. They are able to book ahead and call in and undertake a lateral flow test and get a result in about 30 minutes. The aim is that nobody should be more than 5 miles from a testing centre. Given that one in three people show no symptoms, it is important where people are not working from home that they should have the peace of mind of checking whether they are Covid-free. Testing is vital in breaking the chain of infection and keeping Suffolk safe.

Suffolk County Council and its partner FCC Environment, who manage and run all 11 of Suffolk's recycling centres, are proposing to relocate the Chalkstone Way Recycling Centre to a new location, currently occupied by FCC's Waste Transfer Station at Homefield Road in Haverhill. The proposal is to create a new, modern, split-level Recycling Centre designed to make access for residents easier as well as to maximize recycling. The new recycling centre would be built within part of the existing transfer station site. The replacement recycling centre is being proposed to overcome increasing demand at the existing site at Chalkstone Way. With the forecasted housing growth in the area, future demand is expected to exceed the current site's capacity.

The proposals for the brand new, purpose-designed recycling centre include a raised mezzanine platform to provide residents with an elevated position from which to safely dispose of waste-removing the need for steps. The easy-to-use layout will allow visitors to access the clearly marked recycling bays, introducing greater separation between public vehicles and large operational vehicles. The proposed centre is expected to reduce queuing on the highway and remove the need for the site to be closed to the public while the large recycling containers are emptied and serviced.

Details about the proposals can be found on the Suffolk Recycling website: [www.suffolkrecycling.org.uk](http://www.suffolkrecycling.org.uk)

We are also working to upgrade the booking system introduced for recycling centres during the first lockdown to allow same day booking and number plate recognition of vehicles to free up members of the staff team

Suffolk County Council has set its budget for the coming year and is increasing its spending to £597.9million, some £41million (7.4%) more than 2020/21. As part of this, the council will be spending £15.3million to address its ongoing Covid-19 costs. There are no proposed reductions in council services or personnel in 2021/22.

The council's income from council tax is going to be £7.9million less than expected in 2021/22 and this shortfall will be met by using council reserves. Reserves can only be spent once and do not represent a viable long term financial solution. This effective use of reserves is made possible because Suffolk County Council has maintained a consistent approach to managing its finances effectively for a number of years, holding a proportionate level of reserves for this exact situation.

In 2021/22, general Council Tax will rise by 1.99 per cent, which represents an increase of £26.68 for a Band D property, from £1,224.70 in 2020, to £1,251.38. There is also a two per cent rise in the Social Care Precept. This means a Band D property will see an overall rise of £53.55 this year for Suffolk County Council's element of their Council Tax bill, from £1,343.61 in 2020-21 to £1,397.16 in 2021-22.

A new digital resource has been launched to help parents and carers build exercise into the daily routines of children being home schooled during lockdown. Providing information about, and access to, a host of curriculum-based and other popular resources, the resource brings together, in one place, everything parents could need to bring exercise into the home in a fun and engaging way. Produced as part of the popular Keep Moving Suffolk campaign, it responds to data showing that activity levels of children and young people have fallen significantly during lockdown prompting fears of a long-term impact on their physical and mental health and wellbeing. [Keepmovingsuffolk.com](http://Keepmovingsuffolk.com)

A project called *Discovering Suffolk* has been launched to raise further awareness of the range of great walking routes, areas of interest and variety of landscapes that form Suffolk's beautiful countryside through public rights of way and points of access. The Stour Valley footpath will be included in this scheme.

The key element of the Discovering Suffolk project, funded by the Suffolk 2020 fund, is the development of a smartphone app alongside a range of supporting QR codes fixed to rights of way signposts located along different routes to promote walking, cycling and exploring Suffolk's countryside. Old/rotting waymarkers will be replaced.

To date we have had about 50 expressions of interest from local communities across the county which want to host new electric vehicle charging points. If the village hall is interested - for more information and to apply to join the network, please visit [www.greensuffolk.org/plug-in-suffolk](http://www.greensuffolk.org/plug-in-suffolk). £300,000, from the Suffolk 2020 Fund has been invested into creating 100 fast charging points in rural areas of the county

Suffolk Fire and Rescue Service has been recognised nationally for its response to the COVID-19 pandemic. Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) was commissioned by the Home Secretary to examine how fire and rescue services are responding to the pandemic. In her report, Zoë Billingham, HM Inspector of Fire & Rescue Services, said of Suffolk Fire and Rescue Service: "We were impressed with how the service adapted and responded to the pandemic effectively." SFRS staff have been redeployed to support other departments in Suffolk County Council, in response to the pandemic. These include:

- Providing additional resource to colleagues in the Coroner's Office
- Setting up and administering the first booking system and phonenumber for testing key workers
- In April 2020, around 30 firefighters volunteered and trained to work alongside paramedics to drive frontline emergency NHS ambulances, in turn freeing up paramedics to care for patients
- Teams have also helped deliver food, essential items and medicine as part of the Home But Not Alone scheme

A new campaign was launched in Suffolk to help people get their recycling right. Each year more than 10,000 tonnes (about 20%) of recycling from Suffolk homes is rejected due to the wrong items being placed in Suffolk's recycling bins. This is the same as 1 in 5 lorries full of recycling going to waste. The cost of sorting and disposing this spoiled recycling is more than £1million. The campaign, *Together We Can Get Our Recycling Right* includes a [leaflet to all households](#) with the do's and don'ts of what can easily be recycled at home, plus tips on how to recycle other items not accepted in home recycling bins. The campaign will be supported on the Suffolk Recycling website and social media channels.

The worst offending items incorrectly found in recycling bins include glass, black sacks, food waste, cartons and nappies. There are three simple steps that householders can take to improve the quality of their recycling. These include:

- Put glass in a bottle bank, not in your wheelie bin
- No bagged items. Keep your recycling empty, clean and dry
- Keep all food out of your recycling bin. Put any food you cannot eat or compost in your rubbish bin.

Suffolk County Council is launching an exciting new project as part of its work in supporting local care home providers and the ongoing care of residents with Dementia by developing virtual reality content, helping people recall and access positive memories that they hold dearly. Such experiences assist the support offered on a day-to-day basis, providing a variety of positive stimuli to those using the equipment and valuable respite for their carers.

The intention is to produce a range of local, Suffolk-based films and interactive materials that people can enjoy and experience with the support and input of their carers or family members.

Suffolk County Council launched a initiative last month deploying 'gateways' to build a network that covers all of Suffolk and will enable individuals or organisations to measure things like temperature, sound and movement via sensors linked to the Long Range Wide Area Network (LoRaWAN). The network is being built in partnership with Norfolk County Council and funded by the New Anglia LEP. Once finished, the network will be made up of almost 100 gateways or data receivers and transmitters fitted to public sector buildings across the county. Businesses and individuals can buy their own sensors, adapt them to measure different things like visitor numbers, weather data and temperature, and tap into the gateways for free.

Two weeks ago, at SCC, we confirmed support for the creation of a new Freeport (Freeport East) which would cover both the ports of Felixstowe and Harwich as part of the Government's aim to create a number of Freeports across the country to drive job creation, investment and international trade post Brexit. Freeport status was granted in the Budget last week – it is estimated it will bring 13,500 jobs to the area.

A Freeport includes secure customs zones and tax sites where business can be carried out inside a country's land border, but where different tax and customs rules apply. These rules mean Freeports can potentially reduce administrative burdens and tariff controls, provide relief from duties, import taxes, and ease tax and planning regulations. Today it was announced the bid has been approved!

Yours with kind regards

Mary Evans

Deputy Leader & Cabinet Member for Children's Services, Education & Skills

Suffolk County Council

[Mary.Evans@Suffolk.gov.uk](mailto:Mary.Evans@Suffolk.gov.uk)

Joint report from Karen Richardson and Marion Rushbrook, District Councillors for West Suffolk Council, Clare, Hundon and Kedington Ward.

Firstly, we would like to say how sorry we were to hear of the dreadful incident that took place in the village on Saturday morning and the loss of Edwin Williams a resident of Cavendish.

### **Council Tax 2021/22**

West Suffolk Council (WSC) plan to increase Band D property by 3p a week was passed at the full council meeting on 23 February.

Council tax income covers approx. 20% of the council's costs. They will continue to lobby MP's and the government for fairer funding.

### **Community Chest investment**

Community initiatives providing counselling, support, and improving the health and wellbeing of West Suffolk residents, are all to receive Community Chest funds.

WSC made £466,733 of Community Chest funding available for 2021-22 and received a record number of applications. The funding has gone towards organisations in the following areas:

Community buildings, Counselling and specialist services, family support; Health and wellbeing, Support groups and support services.

### **Dog Fouling Campaign 2021**

There appears to have been a recent increase in the amount of dog fouling within West Suffolk this is likely due to the time of year (dog walking during dark evenings/mornings) and also the current lockdown, which is forcing dog walkers to stay closer to home and perhaps also spend longer outside.

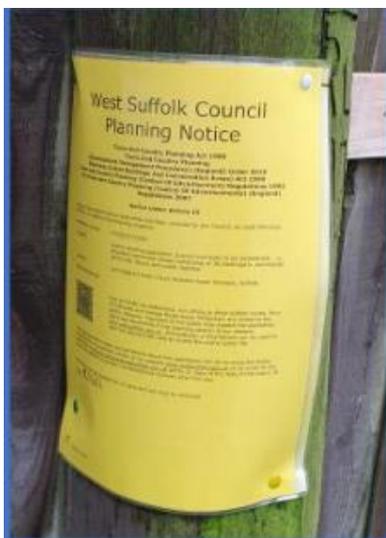
In order to raise awareness about this issue, promote responsible dog ownership and especially to encourage residents of affected communities to report offenders WSC have developed a campaign that will run from mid-February to the end of March.

They will run a social media-based campaign that will launch on the 23 February on Facebook.

All parish and town councils will be contacted and provided with information on 'self-help' dog fouling guidance. There will be patrolling of areas identified as hotspots will involve talking to dog walkers directly (socially distanced of course) and providing bags to those without them. If anyone is caught in the act then potentially issuing fines, although from past experience this is unlikely whilst the team are present.

### **Application Site Notice**

You may have seen yellow site notices that appear at or close to a site where a planning application has been received. These have recently been given a make-over and now carry a QR code. This enables people with a smart phone to quickly access the details of the planning application via the online application file. The QR code contains the relevant link to the planning pages of the website. The notice itself has also been made clearer and more concise.



**Tree advice**

WSC have recently updated the advice they provide on their website regarding matters relating to the protection of trees including Tree Preservation Orders and trees within a Conservation Area.

<https://www.westsuffolk.gov.uk/planning/protected-trees.cfm>

**Locality Budget**

A reminder about the above as we are coming towards the end of the Council's financial year. All 3 of your district councillors receive funding to be spent across the Clare, Hundon and Kedington ward.

**Government's Public Sector Decarbonisation Scheme**

West Suffolk Council has successfully applied for £1.43m from the Government's Public Sector decarbonisation scheme, which will help deliver some of the actions in their plan towards being carbon neutral by 2030. The funding will help deliver a range of energy efficiency, decarbonisation and battery energy storage projects in property the council own.

Finally, we would like to thank Mary (Evans) for all the work she put in to last week's gas issue in the town. She worked with WSC to ensure residents on the town were safe and warm and kept us informed.