



Minutes of Parish Council Meeting held on Wednesday 13th July 2022 at 7.30 in the Memorial Hall

Attendees: Parish Councillors Malcolm Halliday, Ted Gittins, Annette Williamott, Nicky Welch, Richard Dawkins, and Mark Freeman
Chris Turner (Clerk)
District Councillor Karen Richardson. One member of public.

Apologies: Parish Councillor Danny Rowe, District Councillors Nick Clarke and Marion Rushbrook and County Councillor Bobby Bennett

Open Forum- A comment was made about the recent roadworks that had taken place within the village, fixing a burst water main. This had led to unnecessary road closures as well as diversions which themselves were closed. Signs in the village as well as in Clare and Long Melford were showing road closed when in fact the work had been completed. We are to take this up with the County Council as this is not the first time this has happened, recently. Mention made of poor condition of road signs, and the missing Cavendish Village welcome sign at the Long Melford end of the village

District Councillors Report - A copy is attached to the minutes. Further comments were made about the grass cutting issue and the problems W. Suffolk DC have had with staffing etc. In the report it mentioned that the time limit for completing a survey for the "UK Shared Prosperity Fund" was 23rd June. DC Karen Richardson will confirm details to us.

County Councillors report- A copy is attached to the minutes

Meeting closed for Parish Council agenda.

1. Chair welcomed those present. Cllr Danny Rowe's absence was accepted
2. Minutes of meeting of the 11th May 2022. These were accepted as a true record, and duly signed by the Chair. All in favour.
3. Outstanding Items - Still awaiting confirmation from Suffolk CC about the proposed new SID (Speed Indicator Device) at the Clare end of the village. Lych Gate roof still requires new slates and perhaps other work. We need to contact Maestro Tree Specialists to have a look at the various trees in the village as we will be re-planting some for the Queens Jubilee.
4. Financial -
 - a) The accounts for the 2-month period to the end of June were presented and examined. A few questions answered by the RFO-Clerk. Some clarification needed and the 2 months accounts to be reviewed and signed off at the next PC meeting.
 - b) AGAR 2021/22. This has now been finalised and needs to be sent to our Internal Auditor SALC. The clerk/RFO had completed Section 2 of the form and had circulated an annual Receipts and Payments document prior to the meeting showing the position. As at 31st March there was a balance of £60035, but a lot of this was already accounted for and earmarked for expenditure. Both receipts and payments were down, mostly because of Covid, with various grants received the previous year, enhancing that year's income (as well as £10000 from The Ambrose Trust). Expenditure lower as there had been the car park repair the previous year. One other comment was that our fixed assets were lower, due to the fact we had a valuation of the Memorial Hall, which was substantially lower

than the insurance cover. We then went through Section 1 of the statement with answers being agreed by the Councillors present. Forms signed by Chair and Clerk, and this can now be sent off to SALC.

c) The accounts for the 2 months to 31st May had been amended and these were accepted as in order.

d) Payment to Cavendish Magazine for another year's subscription agreed. Payment now to be made.

5. Signs for The Orchard - This had been discussed before and the Council felt there was no necessity for signposts. However, the Chair will include in the village magazine, a map of where it is in case anyone in the village is unaware. A suggestion was mooted that this could be turned into a wildflower area around the trees, but no decision made.

6. Reports by Councillors -

Cllr Freeman - Mentioned that the suggested Highways Plan had not been prioritised, a meeting will take place before our next PC meeting in September of the three Councillors who are the Highways Committee to make a list to discuss in September before being placed in front of our County Councillor.

Cllr Dawkins - He had that morning, with the Chair, placed in the village pond the floating fountain that had been purchased to help deal with the algae. This is being sponsored by Devonshire House who will also cover the cost of electricity.

Cllr Gittins - An issue with the plans for the CGB factory towards Glemsford, and potential odour. Whilst Conditions were imposed on the Planning Permission to control potential pollution from the chimney stack and main kitchen, no conditions were imposed relating to potential pollution or odour control governing the main production building despite this building having ventilation louvres. This was brought up by a resident of the village, as the factory is not within our jurisdiction or West Suffolk DC's, but it is an important point. There is nothing in the plans and it is felt that there perhaps needs to be some clarification. Cllr Gittins will take this up with Babergh DC.

Cllr Williamott - The school have been contacted about the trees and are keen to be involved. We need a tree survey before proceeding.

Cllr Welch - There is a moisture issue within the hall which is being looked into. Both Cllr Welch and her husband have done some re-decorating for which the council are most appreciative.

7. Chairman's Report -. Further comments made re Memorial Hall. Some plaster has been removed and a new moisture reading will be made by our contractor, Marjoram of Glemsford. Hopefully the wall will be dry enough to repair and we can then look at re-decorating the main hall. The floor in the kitchen has been repaired and is no longer an issue. There is however an issue with the electrics, mainly in the Jubilee extension, which has had many changes. We have had a meeting with our electrician Jerry Maynard, who will be giving us some quotes for work that may be needed. Also, perhaps to change the electricity supply for that part of the building so it is separated from the rest of the hall and has its own meters. We await to hear from him.

8. Village Road sign as above - Cllr Dawkins will look into it to see whether the bedstead is repairable or a new one is required, and the sign put back in place.

9. West Suffolk Local Plan - The deadline for comments is 26th July. Cllr. Gittins will send comments to clerk as it has to be input straight into an online document. Overall, we are happy that there is a deletion of the suggested new builds at the end of Peacocks Road, however we still feel that the properties earmarked for the end of Nether Road should number 5 only and not 10 as per plan. To be serviced with a private drive. The highway near Nether Hall is not conducive for the larger number.

10. Planning - Only one application being an extension in The Columbines, ref No DC/22/1072/HH, no objection.

Meeting ended 9.00pm

C Turner- clerk

Statement of outgoings in 2-month period to 30th June as attached.
 Bank balance as at 30/6/22 £75263.79

09/05/22	Hall Cleaning Apr22 Murcott	3054	90.00
ditto	D Kirkman Inv 25-26	3055	239.00
ditto	Office Expenses, Paper/Ink	3056	35.99
ditto	WSDC Re Waste re village	d/d	50.39
ditto	ditto re Allotments	d/d	32.14
ditto	ditto re Cemetery	d/d	25.19
11/05/22	Chairs expenses admin	3057	37.65
ditto	D Kirkman Inv 27-28	3058	270.94
ditto	Hall Expenses-Welch	3059	134.42
ditto	Festive Lights- Jubilee	3060	149.10
23/05/22	C Turner Wages May 22	3061	500.85
ditto	Jubilee Commemorative Coins	3062	428.40
ditto	Maestro Tree Services	3063	70.00
26/05/22	Chubb F&S Hall	d/d	19.74
ditto	B Gas re Mem Hall	d/d	178.79
06/06/22	Chubb F&S Hall Annual	3064	211.51
ditto	D Kirkman Inv 29/30	3065	258.99
ditto	J Murcott May 22	3066	114.27
14/6/22	WSDC Re Waste re village	d/d	50.39
ditto	ditto re Allotments	d/d	32.14
ditto	ditto re Cemetery	d/d	25.19
23/06/22	Ben Pettitt Hall Windows	3067	98.00
ditto	D Kirkman Inv 32&33	3068	287.00
ditto	ICO Sub	3069	40.00
ditto	A. Water re Allotments	3070	15.24
ditto	ditto re Hall	3071	231.25
ditto	C Turner Wages June 22	3072	500.65
24/06/22	B Gas re Mem Hall	d/d	117.30
29/06/22	D Kirkman Inv 34&35	3073	347.70
ditto	Chubb F&S re Hall	d/d	19.74
	Total Costs		4611.97

Next meeting 14th September 2022 (Apologies Cllr Williamott who will be unable to attend)

Suffolk County Council Report JULY 2022

from County Councillor Bobby Bennett

Homes for Ukraine

Public Health and Communities continue to lead on co-ordinating the countywide response to the Homes for Ukraine scheme. Through multi-agency partnership working processes have been established swiftly and to date Suffolk has welcomed over 600 Ukrainian guests via the Homes For Ukraine Scheme.

Our processes include accommodation and DBS checks, making payments to refugees and sponsors, plus signposting to services including health and applying for school places. A Facebook group has been created specifically for hosts to enable peer support and information sharing which has received positive feedback. On behalf of Suffolk County Council, Community Action Suffolk are providing support to community groups, including via a dedicated Facebook group and created a map of locations which details existing Community Support Groups which is now available on their website. [Community Groups supporting Ukrainian Guests - Google My Maps](#)

Further work is ongoing to establish hubs to bring Ukraine guests together for peer support and to access service providers where there are gaps. Suffolk Refugee Support have been commissioned to expand their support provision to work with hosts and guests.

For up to date information please refer to our website [Supporting refugees | Suffolk County Council](#) or receive our weekly email update by sending your details to refugeesupport@suffolk.gov.uk

Suffolk surveyors plead guilty to spate of sales scams

Riva Surveyors Ltd, a company formerly operating from Ipswich, has admitted to using cold calling to mis-sell foam loft insulation at the homes of Suffolk consumers.

David Brason, one of the company's directors, appeared at Ipswich Crown Court today (Tuesday 5 July), where he pleaded guilty to 21 offences and asked that a further 82 offences be taken into consideration. His colleague, Justin Brason, manager and salesman for Riva Surveyors Ltd, also pleaded guilty to eight offences.

Suffolk Trading Standards were instrumental in securing the guilty pleas, having worked alongside colleagues from the National Trading Standards Tri Regional Investigations Team to investigate complaints from consumers who alleged that they had been cold called and offered a free loft inspection from Riva Surveyors Ltd.

After carrying out the inspection, the company then led its victims to believe that there were high levels of damp and deterioration in the woodwork of their loft which required foam insulation to be installed urgently to rectify the issue, when this wasn't the case.

Both David Brason and Justin Brason will be sentenced at a later date.

Suffolk launches £150,000 Match Funder scheme for community action on the climate emergency

A £150,000 fund has been opened to applications from not-for-profit organisations looking to deliver community-based carbon reduction projects in Suffolk.

The Suffolk Climate Action Community Match Fund will be provided by the Suffolk Public Sector Leaders group as part of its work to address the climate emergency.

The new fund is available to charities, community interest companies, parish councils, voluntary groups and other not-for-profit organisations whose projects contribute to Suffolk's Climate Emergency Plan and support our vision for Suffolk to become carbon neutral by 2030.

The projects funded could include improving the energy efficiency of buildings, promoting walking and cycling, using sustainable/recycled materials, or raising awareness of climate change through events, among

others.

The fund will support up to 50% of costs (up to a maximum of £10,000) for projects that can demonstrate support from others in the community in the form of contributions from multiple other sponsors for the remaining project costs.

Community fundraising platforms online can be a great way of promoting a project and drawing in donations from sponsors; once sufficient community sponsorship has been raised, a full application to the Match Funder scheme can then be submitted.

To register an initial expression of interest for your project, to check that your project is eligible for the Match Funder scheme, or if you are developing an idea and need some advice, please contact David Walton, david.walton@suffolk.gov.uk

More information can be found at <https://www.greensuffolk.org/suffolk-climate-action-community-match-funder>

Lowestoft convenience store owner prosecuted for selling illegal tobacco

A Suffolk shop proprietor has today been prosecuted for selling illicit tobacco following Trading Standards' continued crackdown on this serious crime.

Mr Ahmed Shokouly, 36, owner of Town Mini Market, a convenience store on Bevan Street East, Lowestoft, appeared at Ipswich Magistrates Court on the 24th June having been charged with breaching tobacco packaging regulations.

Suffolk Trading Standards received intelligence that Shokouly was selling illicit tobacco at his store, and subsequently carried out a test purchase, during which illegal tobacco was sold to an undercover operative posing as a customer.

Following the sting, a raid was conducted by Suffolk Trading Standards in September 2021 as part of Operation CeCe, a National Trading Standards initiative in partnership with HMRC to tackle illegal tobacco.

This resulted in the seizure of approximately 2,000 cigarettes and more than 7kg of hand rolling tobacco. The tobacco seized did not comply with tobacco packaging regulations and contained health warnings which were not written in English, as well as the packaging itself being of an incorrect colour.

In sentencing, Mr Shokouly was issued a fine of £5000, £190 surcharge and £3302.50 in costs (£8492.50 total).

Bury St Edmunds archives branch starts planning for the future

Suffolk County Council is looking to the future as it considers plans for its Suffolk Archives branch in Bury St Edmunds.

As part of long-term planning for the Suffolk Archives service, the county council is looking at options for either remaining at its current location in Raingate Street or moving to the planned new Western Way Development.

Suffolk County Council will be working with users of the branch, depositors of archive documents, and other key local stakeholders to show what the archives service would be able to offer in the future at either Raingate Street or the Western Way development, as well as how they can input into the council's decision.

No decision has been made and any proposed options for the Bury St Edmunds Archives Branch will be considered by Suffolk County Council's Cabinet later in the year.

Extra funding agreed by Cabinet to fund new SEND places

Suffolk County Council's Cabinet has today agreed an additional £15.9million to complete the funding for the creation of at least 879 specialist places for children and young people with special educational needs and disabilities.

This money marks the second phase of a £45million five-year project to deliver specialist provision for SEND students in Suffolk. These places include units attached to mainstream schools and three new special schools.

So far, 500 new places have opened across the county, with another 325 due to open between September 2022 and September 2024 under phase 1. The additional money will enable the completion of phase 2 of the project, and the creation of between 54 to 72 new places, depending on design and planning.

The new SEND places support the growing number of children and young people in Suffolk who need specialist help at school. Between September 2021 and May 2022 there have been 1,333 referrals for specialist placements for children currently in mainstream schools.

Plans for new SEND places under phase 3 will come before Cabinet from September. The newly-approved £15.9million includes £6million to complete phase 2, £4.6million to cover overspend and a grant from the Department for Education of £5.3million.

The special schools include Castle EAST, a new communication and interaction school in north Suffolk; a new social, emotional and mental health school in west Suffolk named Sir Peter Hall; and a communication and interaction school in south Suffolk, Woodbridge Road Academy.

Hundreds of local businesses show sustainability is achievable and profitable

462 businesses are leading the way across Suffolk and Norfolk, actively reducing their carbon emissions. All of these companies are holders of a Carbon Charter award, a scheme which recognises businesses across Suffolk and Norfolk which are actively reducing their impact on the environment. These businesses were acknowledged at the annual Carbon Charter event (6 July 2022), organised by Suffolk County Council, and held at Anglia Car Charging's base in Broome - themselves a recent recipient of a Silver Carbon Charter Award.

REPORT FOR CAVENDISH PARISH COUNCIL – WEDNESDAY 13 JULY 2022

from West Suffolk Council Councillors – Nick Clarke, Karen Richardson and Marion Rushbrook

We hope you all enjoyed the Platinum Jubilee weekend and managed to get to some of the events. As you would expect there was a variety of good and bad weather but still many people turned out for the Queen's celebrations to recognise the amazing role she has carried out over the years. The three of us managed to get to some of the many events over the Clare, Hundon and Kedington ward. We were impressed with the work the volunteers carried out, giving up their time and putting on many events that were free to residents. Brilliant to see people came together and celebrate.

Grass Cutting

This year the team at West Suffolk Council (WSC) are doing a good job in the ward. The weekly schedule they send out keeps us all up to date. It may have gone a little rogue the last 2 weeks this is due to the team working with parish and town councils to help them in light of the jubilee celebrations. We are assured they will be back on plan within a few days.

Markets Review

A task group working on West Suffolk's markets has voiced ambitions for increasing customer numbers, more special events and plans to become financially self-sufficient. After West Suffolk Council formed a task group last summer to assess future developments of the district's six markets, as well as any opportunities and improvements that can be made, they have now set forward their ambitions.

The authority operates regular markets in Brandon, Bury St Edmunds, Clare, Haverhill, Mildenhall and Newmarket, as well as special events such as those at Christmas. The task group has published its recommendations ahead of next week's scrutiny committee meeting.

Replacement bin charging

A £30 replacement charge for a stolen, lost or damaged blue or black bin will be introduced from 13 June. Web content will go live on Monday including the FAQs attached.

Charges were in this year's budget setting. This followed a transformation review as the council can no longer absorb the cost of around £100,000 a year for free replacements.

Replacement bins will be supplied with a sticker that can be marked with the house number which will help residents and crews identify where it belongs.

Bin crews are being reminded to replace bins with care in the place they were picked up from. Also to record any bins lost in a freighter on the in-cab tablet for automatic free of charge replacement.

Customer Services will be able to escalate calls for moderation should circumstances indicate that is appropriate.

As a council:

We strongly encourage bins to be marked with an address or house number to avoid being mistakenly taken and so crews can identify them.

We also suggest that bins are put out on the morning of collection and taken in as soon as possible afterwards.

West Suffolk is one of only two Suffolk authorities who do not currently charge

Councils who charge have seen a decrease in requests for replacements.

West Suffolk Council is acting entirely legally and we will not collect waste if a replacement bin has not been paid for.

This has no effect on the level of Council Tax payable.

The householder has the option of taking waste to a household waste recycling centre.

UK Shared Prosperity Fund

WSC have been awarded this as part of the UK Shared Prosperity Fund (UKSPF) that Government announced in April this year to support the implementation of its Levelling Up White Paper.

The fund has two elements:

Multiply – funding to support adult numeracy. This is “to enable all adults without the equivalent of a GCSE Grade C or 4 in maths to be able to access a free flexible course”. The lead local authorities for Multiply are county councils and Suffolk County Council has been allocated £3,752,462. That said as plans for this emerge, we will know doubt play a role in supporting this and I will share more information as I get it.

Core UKSPF – where lead local authorities are districts, and from which West Suffolk Council has been allocated £1,934,467 over three years.

The funding over the three years breaks down to:

Year One – £235,858 - must be spent by 31 March 2023

Year Two - £471,715 - must be spent by 31 March 2024

Year Three - £1,235,894 - must be spent by 31 March 2025

In order to ‘unlock’ West Suffolk’s allocation, West Suffolk Council, like all authorities need to submit an investment plan to Government by 1 August 2022 setting out how the funds will be spent in all three years. As you can imagine this is a very tight turn around, especially as the funding for the first year will not be given to us until October.

WSC is inviting all parish and town councils to take part in the engagement (details below) and to tell us what you think are the key challenges facing West Suffolk in the priority areas set out by Government that I mentioned earlier. These being:

- communities and place
- supporting local business
- people and skills (2024-25 only)

We also want to hear from you about local projects that could be funded from UKSPF in order to address these challenges. This will then help in the later process of putting forward detailed proposals that will meet local priorities.

The investment plan will be agreed by West Suffolk councillors before submission to the Government by 1 August 2022.

Parish and town are asked to complete the survey by 23 June 2022. We appreciate that this is a short deadline, but it is to allow us to meet the timetable set by Government for submission of investment plans.

National Clean Air Day Thursday 16 June.

Although this day was a couple of weeks ago, we thought we would let you know what the council is doing on this important issue. The theme is the impact air pollution has on our health, harming every organ in our body. Transport is a big contributor to air pollution but there are other causes too.

WSC publish their performance [Protecting our environment \(westsuffolk.gov.uk\)](https://www.westsuffolk.gov.uk)

WCS are committed to working towards CO2 net zero by 2030.

They have approved a £9m investment in reducing carbon emissions including measures like EV vehicles,

charging infrastructure, sustainable travel plans which will help. [A budget to help West Suffolk be greener, healthier and more prosperous is approved](#)

Have a statutory duty to monitor air quality across the district and although the air quality is generally good the Council is committed to improving this further. [Air quality \(westsuffolk.gov.uk\)](#)

WSC is helping businesses to reduce air pollution they have launched a scheme to become an accredited Clean Air Business thewaytogosuffolk@suffolk.gov.uk

WSC are working on the following to reduce air pollution:

take direct action: drivers of larger vehicles in our own fleet are given environmental training as part of their professional certification and taxi drivers in West Suffolk work to a policy that has an anti-idling clause

The council's vehicle fleet is being upgraded with bio-diesel and electric vehicles

We are growing the public EV charging infrastructure

We raise awareness: For example we won national recognition for an on-going campaign we began in 2020 supporting schools in tackling anti-idling at drop-off and pick-up times. And we have produced an anti-idling driver training video to improve understanding of this issue:

<https://www.youtube.com/watch?v=QP14Exibjf0>