

**KNODISHALL PARISH COUNCIL**  
**DRAFT MINUTES OF PARISH COUNCIL MEETING HELD ON August 17<sup>th</sup> 2016**

**PRESENT:** Councillors J. Staff, G. Baly, C. Lister, J Mayhew, J. Pipe, J. Read, A. Wigg, SCC Cllr. Smith, SCDC Cllr. Haworth-Culf, 2 Members of the Public

1. **APOLOGIES** – SCDC Cllr. M. Jones, The Clerk J. O'Hear
2. **DECLARATION OF INTEREST** –None
3. **MINUTES** – of meeting held on July 20th 2016.  
Proposed by Cllr. Wigg, seconded by Cllr. Lister and agreed by the Parish Council to accept the Minutes of the last meeting.

*At 7.40 the meeting was closed to allow SCDC Cllr. Haworth-Culf to present the August Ward Report. The meeting was reopened at 07.50.*

4. **KPC 2015-2016 ACCOUNTS** have been approved by the external auditor BDO. Relevant documents have been posted on the website and notice board in accordance with the Transparency Code
5. **CLERKS REPORT AND MATTERS ARISING – read by Cllr Staff on behalf of the Clerk:**
  - The Clerk had replied to both Jenifer White and Jim Huggen regarding their respective queries raised and addressed at the July meeting about (1) Post Office Lane verge cutting and street lighting and (2) possible removal of glass recycling bins on School Road
  - The Clerk reported sightings in Knodishall of Japanese Knotweed and Himalayan Balsam to Matthew Ginn of Natural England – to date no reply has been received.
  - The Clerk contacted Leiston Town Council regarding defective vehicle speed sign along the Leiston Road – Town Clerk to review.
  - The Clerk ordered a fold-down barrier post for the Methodist Hall trackway entrance from Barriers Direct.
  - The Clerk ordered 2 large Fido bins from Suffolk Coastal Norse for installation in Judith Ave and an appropriate place on the Common – precise locations to be confirmed with Cllr Wigg.
  - The Clerk contacted Blowers regarding its contract with KPC for grass cutting.  
Tim Blowers advised the existing verbal agreement is:  
*Over a 4 hour duration, cut grass on the Green and around pond and play area on the Common at a cost of £250 plus VAT. This fee covers the cost of both the labour of 4 people and provision of the required equipment. Normally this service provided 4 times per year unless more cutting is required – each additional cut is also charged at £250 plus VAT.*
  - TB said his experience of other clients looking at alternative public place grass management, is that they concluded alternatives are less cost effective and reliable. This is because of both the difficulty of finding and keeping reliable volunteers and grass cutting hardware plus the cost of their requisite insurance and equipment maintenance.
  - The Clerk contacted Mortiers regarding reported speeding tractors on Knodishall Roads and received a prompt and constructive reply from Richard Parry. Going forward, it would be helpful if the individual tractor registrations, plus date/time of speeding could be noted.
  - The Clerk has received a map from SCC Highways in relation to responsibility for road and pavement maintenance in Hillcrest. As both Hillcrest and SCC deny responsibility, councillors need to review the map and state of the roads and pavements before discussing any further action at the September meeting.
  - The Clerk has received notification that Knodishall Recreation Ground will be inspected by the RoSPA Play Safety Team during September.
  - The Clerk was invited to and attended the recent local public meeting about the reorganisation of local neighbourhood policing. Although visible local policing is reduced, at all times, a team of 4 officers is on duty in each Suffolk police region specifically to respond to logged calls for assistance via the relevant help numbers. Regional crime statistics and details of any incidents are now published on line rather than in individual hard copy parish reports.

Going forward, the intention is for neighbourhood officers to attend one parish council meeting per year. For more information, the public advised to visit [www.suffolk-pcc.gov.uk](http://www.suffolk-pcc.gov.uk)

- The Clerk has received an email from Joanna Riches who is very concerned about serial anti-social parking outside her property, Bruins Loke in School Road. The Clerk advised her that her problems would be shared with the Parish Council at the next meeting and she should also report individual driveway obstructions to Suffolk Police. Her request for permanent no parking signage should be addressed to Highways at Suffolk sightings of County Council.

#### **6. PLANS**

Planning application Ref: DC/16/3140/FUL for extension of curtilage to prior approval 16/1908/PN3 for Red House Farm, The Green, Knodishall was reviewed by Cllrs and duly approved.

#### **7. COUNCILLOR Vacancy**

In accordance with statutory electoral requirements, the Casual Vacancy process has been activated. To date no applications have been received.

#### **8. COMMUNITY EMERGENCY PLAN**

Cllr Staff advised he would contact Keith Fawkner Simpson from the Suffolk Joint Emergency Planning Unit to arrange appropriate training

#### **9. COMMON MANAGEMENT**

- Following distribution of information about the AONB Scattered Orchard Project, the Clerk will ask the organiser to contact Cllr Wigg directly to discuss the most appropriate potential location.
- The Clerk has received an email from Ian Flint from Plymouth Brethren apologising for the delay over the new Common bench donation and to advise he is chasing.
- Cllr. Mayhew reported that the zip wire in the Play Area has been refitted and that ragwort has been identified in the middle of the area – the Clerk will notify Natural England.
- Cllr. Baly advised that Mike Easy will be cutting along the river bank within the next couple of weeks.

#### **11. MATTERS RAISED BY PARISH COUNCILLORS**

- Cllr. Lister reported recent fly tipping at the bottom of St Andrews Road.
- Cllr. Read reported recent fly tipping outside 2 Lavender Cottage.  
As she has requested, the Clerk will notify SCDC Cllr Maureen Jones of both incidents.

#### **12. CORRESPONDENCE**

Details of the East Suffolk Neighbourhood Plan Networking Forum received and circulated to Councillors.

#### **15. FINANCIAL** - The Clerk had prepared a copy of the Financial Statement relating to due payments. This was proposed by Cllr. Wigg and seconded by Cllr. Baly.

The Parish Council agreed to pay the following:

- |                      |         |
|----------------------|---------|
| • DD Hall Hire       | £17.00  |
| • H Mayhew Wages     | £172.80 |
| • J O'Hear Wages     | £223.86 |
| • BDO Audit Services | £220.00 |
| • John Bridges       | £190.00 |
| • Barriers Direct    | £134.90 |
| • Barnes Rocher      | £49.38  |

The Clerk has received notification from Bidwells that in line with the RPI, the annual lease rental for the Allotment is to rise from £320 to £350 next April.

Cllr. Mayhew has received a quote of £350 for further repairs to the Play Area. This was duly proposed by Cllr.Wigg and seconded by Cllr. Lister.

-----

The meeting was closed at 8.20 pm and the Chairman invited members of the public to speak:

## **REPORT FROM WARD COUNCILLORS**

*From SCC Cllr. Richard Smith:*

The opportunity to input views to the Devolution debate via the on-line survey accessible at [www.eastangliandevo.co.uk](http://www.eastangliandevo.co.uk) continues until 23<sup>rd</sup> August.

Cllr. Smith has arranged to see Tim Passmore, the Police & Crime Commissioner on 2nd September. He will be discussing both Leiston and Aldeburgh Town Council's worries about the future of PCSOs in the town and their funding. In Aldeburgh worries are around parking enforcement especially at busy time. However in Leiston the concerns centre on intelligence gathering capabilities relating to drug supply and use in the town and the fact that in future PCSOs will not work after 6pm. Cllr. Smith is offering to represent any views from Knodishall Parish Council to Mr Passmore.

*SCDC August Ward Report:*

The full report presented to the meeting by SCDC Cllr. Haworth-Culf can be read on the KPC website News page - <http://knodishall.onesuffolk.net>

## **MATTERS RAISED**

Ms Lizzy Haywood requested that the overgrown river bank near the houses in Hillcrest could be cut. The Clerk will forward the request to the Environment Agency.

.....