

**KNODISHALL PARISH COUNCIL**  
**MINUTES OF PARISH COUNCIL MEETING HELD ON November 16<sup>th</sup> 2016**

**PRESENT:** Councillors J. Staff, G. Baly, C. Lister, J Mayhew, J Pipe, J. Read, G Smith, A Wigg, The Clerk J.O’Hear, SCC Cllr. Smith, 3 Members of the Public

1. **APOLOGIES** – SCDC Cllrs. TJ Haworth-Culf & Maureen Jones
2. **DECLARATION OF INTEREST** – Cllr Mayhew declared that as he is her husband, he could not participate in the review of the Cleaner’s wages. Clerk to locate appropriate Declaration of Interests register for him to sign.
3. **MINUTES** – of meeting held on October 19th 2016.  
Proposed by Cllr. Baly and seconded by Cllr. Mayhew and agreed by the Parish Council to accept the Minutes of the last meeting
4. **CLERKS REPORT AND MATTERS ARISING**
  - The Methodist Church has written to advise that the parish council is welcome to hold the monthly meetings in the larger church hall area as long as at the end of each meeting the furniture is returned to the position in which it is found.
  - The new suffolkcloud Knodishall website is live (<http://knodishall.suffolk.cloud>) and further organisational. improvements will continue. The Clerk invited KPC Cllr. Smith to contribute a short profile for the Council page.
  - The Environment Agency has now carried out effective clearance in and around the Hundred River. Local resident Jenifer White sent a thank you message to KPC for following up on this.
  - The Clerk has received a reminder from SALC that parish councils should remember to check the Suffolk Rural Fund for potential grant applications.
  - Notification has been received that the Neighbourhood Planning Bill is likely to get approved by the House of Commons.
  - The Clerk reminded councillors that as participants in the Scattered Orchard Project, Knodishall may send one representative to a pruning and grafting workshop in Newbourne Village Hall on January 28<sup>th</sup> 2017. Cllr Wigg duly volunteered and the Clerk will notify Neil Lister at Scattered Orchards.
5. **PLANNING**

Ref: DC/16/4618/FUL - Planning application for construction of a two storey extension at rear of 4 Burchs Close, Knodishall IP17 1XG was approved with no objection
6. **ALLOTMENTS**

Cllr. Read reported that all 16 existing agreements had been renewed and rental paid, thus covering the cost of the annual rental. One half plot remains vacant. Some allotment holders were very late in responding and will be reminded that rental agreements and payments should be submitted by October 1<sup>st</sup> each year. Similarly each allotment **must** be maintained according to the terms of agreement.
7. **PLAY AREA**

Following the ROSPA inspection in September, Cllrs Staff, Baly and Mayhew have reviewed all the equipment and ground area in order to prioritise the required renovations. These will commence over the next few months and quotes for the required work are currently being obtained. Cllr Mayhew also suggested including a request in the next Knodishall Newsletter for local residents to submit their ideas and preferences for future recreational development of the area.

## 8. COMMON

Cllr Wigg advised that the annual Common site visit and management review with Susan Stone from Suffolk WildlifeTrust had gone well and been very constructive – and was also endorsed by Matthew Ginn from Natural England. Going forward, any use of approved pesticides should be recorded and Cllrs Wigg and Smith will look into obtaining a suitable colouring agent to facilitate the progress of any weedkiller applications. The annual winter gorse clearance maintenance work is about to start - utilizing the services of Community Payback. Quotes for the upcoming required tree pollarding are currently being obtained by Cllr. Read.

## 9. MATTERS RAISED BY PARISH COUNCILLORS

- Cllr Pipe reminded the meeting that contributions to the December Newsletter are due.
- Cllr. Lister thanked the Clerk for organizing the improved new website.
- Cllr Read has reported the malfunctioning street light No.7.
- Cllr. Wigg asked the Clerk to report overgrowth along Footpath 19 near the Kissing Gate.
- Cllr. Staff raised the issue of installing a village defibrillator and the Clerk was asked to make enquiries about obtaining one via the COOP and also the SCDC Councillors.
- Cllr. Staff advised he recently attended a useful Emergency Planning Workshop and that he will be exploring refuge centre requirements including insurance requirements. SCC Councillor Smith advised he will report back on this in terms of SCC support and that the Clerk should also follow up with the SCDC councilors.

## 10. CORRESPONDENCE

The Clerk reported receipt of numerous communications about potential development of Sizewell C and also an information update from Leiston Library.

*(Item 11 was moved to the end of the meeting due to being held "in camera")*

## 12. 2017/18 PRECEPT

Ahead of the upcoming Precept application, the Clerk had prepared a draft budget for discussion. Various readjustments were considered and it was agreed to circulate a revised budget ahead of confirming the Precept application amount at the next meeting.

**13. FINANCIAL** - The Clerk had prepared a copy of the Financial Statement relating to due payments. This was proposed by Cllr. Pipe and seconded by Cllr. Bay. The Parish Council agreed to pay the following:

• DD Hall Hire	£17.00
• H Mayhew Wages	£172.80
• J O'Hear Wages	£223.86
• Ensors (Payroll) - VAT £9.90	£59.40
• SC Norse – VAT £86.00	£516.00
• Barriers Direct – VAT £8.01	£48.05
• J Mayhew(P. Area Refuse Sacks) – VAT £0.67	£4.00
• TRBL Poppy Appeal	£17.00

The Chairman invited members of the public to speak after which the public meeting was closed at 8.45 pm

---

## REPORT FROM WARD COUNCILLORS

*From SCC Cllr. Richard Smith:*

- Only limited information about the Sizewell C development available but on December 6<sup>th</sup> 2016 a briefing followed by discussion is being held at High Lodge in Darsham. SCC Cllr Smith will be attending and he recommends sending a KPC representative.
- The Devolution vote will take place on November 23<sup>rd</sup>.

- The SCC draft budget will be published on Monday 21<sup>st</sup> November – there will be no increase in council tax and as a short term remedy, £10-12 million will be taken from Reserves to balance the accounts

The SCDC October Ward Report from SCDC Cllrs Haworth-Culf and Jones was submitted to the meeting by email in their absence.

#### **Held in CAMERA**

#### **11. Employee Salary Review**

The Clerk reported that her contracted hours were no longer sufficient due to a significant increase in the volume and complexity of devolved statutory and other official public information and processes. Much of this communication is transmitted to parish councils via electronic media and a percentage has to be printed and/or uploaded to the Knodishall website. This in turn has increased the amount of website editing and management. Similarly most complaints to the parish council about public services or infrastructure are also processed online and some systems are very slow. Cllr Lister proposed that the Clerk's hours and remuneration should be discussed and this was seconded by Cllr. Baly.

