

**KNODISHALL PARISH COUNCIL**  
**MINUTES OF PARISH COUNCIL MEETING HELD ON July 20<sup>th</sup> 2016**

**PRESENT:** Councillors J Staff, C Lister G Baly, , J Read, , A Wigg,  
the Clerk J.O’Hear, SCC Cllr. Smith, SCDC Maureen Jones , 4 Members of the Public

1. **APOLOGIES** - Cllr Mayhew, Cllr Pipe, Cllr Kerridge, SCDC Cllr. Haworth-Culf.
2. **DECLARATION OF INTEREST** –None
3. **MINUTES** – of meeting held on June 18th 2016.  
Proposed by Cllr. Lister, seconded by Cllr. Wigg and agreed by the Parish Council to accept the Minutes of the last meeting.
4. **CLERKS REPORT AND MATTERS ARISING** – The Clerk advised:
  - SCN grass and tree maintenance brochure circulated for review by parish councillors.
  - Distribution of SCN quotes of £250 plus VAT per bin for purchase and installation of 2 large Fido Dog Waste bins for Judith Avenue and the Common respectively. It was agreed that these should be purchased and duly proposed by Cllr Baly and seconded by Cllr Wigg. Clerk to follow up and order.
  - Email from Post Office Lane resident Jenifer White circulated concerning:
    - Required clearing of Hundred River – Cllr. Wigg confirmed Environment Agency due to carry out in autumn 2016 – dates not yet confirmed.
    - Grass cutting in Post Office Lane destroying wild flowers – Cllrs advised that road and footpath grass cutting and maintenance is managed by SCC and therefore any issues should be initially be addressed via the Highways link on [www.suffolk.gov.uk](http://www.suffolk.gov.uk)
    - Unnecessary street light in Post Office Lane – Cllrs advised that this should be reported to Suffolk Coastal District Council (SCDC) and that individual lights usually have an identification number displayed on their post or base.The Clerk to reply accordingly to Ms White.
  - Clerk still waiting for SCC Highways records department to supply a map in relation to ownership maintenance responsibility in Hillcrest - the department is short staffed and there is a reply backlog.
  - The Clerk continues to report overgrown footpaths to SCC Highways and while slow, follow up action does take place.
  - The Clerk shared details of Suffolk’s AONB Scattered Orchard Project which includes potential grant availability for parish councils and asked Cllrs to review and report back any interest in applying at the next meeting. Cllr Wigg observed that it seemed a very positive opportunity for new tree planting in Knodishall given the replanting restrictions on the Common.
  - The Clerk circulated details of the Enabling Communities Engagement forums.
  - The Clerk circulated details of the Leiston and Sizewell Community Fund which invites applications for selected activities with available grants of up to £5K.
  - Letter received from Jim Huggen of Leiston Road expressing concern about the detrimental impact of the reported removal in the next 3 months of glass recycling bins from the public parking area near the Butchers’ Arms pub. None of the councillors are aware of this and in fact recycling is not managed by the parish council. The Clerk to reply to Mr Huggen referring him to both SCDC and greensuffolk.org
6. **PLANS**  
Planning application Ref: DC/16/2850/FUL for Front Extension to Peartree Cottage in Post Office Road, Knodishall IP17 1UE was reviewed by Cllrs and duly approved with no objections.
7. **COUNCILLOR RETIREMENT**  
Cllr Wigg reported that retired Cllr McHardy’s formal resignation letter will be received by the Clerk shortly. The Clerk reported that there have been 2 informal enquiries about new councillor applications.

## 8. COMMUNITY EMERGENCY PLAN

Cllr Staff advised the document draft is being revised.

## 9. TRACKWAY TO METHODIST HALL

After reviewing various fold-down bollard options for the trackway entrance, it was proposed by Cllr Wigg and seconded by Cllr Baly that the Clerk should place an order with [www.barriersdirect.co.uk](http://www.barriersdirect.co.uk) for a fold-down bollard costing £112.00 plus VAT.

## 10. COMMON MANAGEMENT

- Cllr Baly advised the base for the new Common bench purchased for the Queen's 90<sup>th</sup> Birthday has been laid
- Cllr Mayhew advised by email that in relation to the Play Area he is waiting for a quote for timber and that the slide runner has been removed for repair.
- Clerk to locate copy of Blowers grass cutting contract for review by parish councillors.

## 11. MATTERS RAISED BY PARISH COUNCILLORS

- Cllr Read reported seeing Japanese Knotweed and Himalayan Balsam growing in and around Knodishall and asked the Clerk to inform the Environment Agency. He is also going to monitor potentially excessive building rubble being left around Knodishall.
- Cllr Baly has received a letter about possible fly tipping in The Fitches – SCDC Cllr Maureen Jones to investigate further.
- Cllr Lister asked the Clerk to contact Leiston Town Council about the replacement of speed signs along Leiston Road in Knodishall.

## 12. CORRESPONDENCE

None received

**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:

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|--|--------------------|
| • DD Hall Hire                             | £17.00             |
| • H Mayhew Wages                           | £172.80            |
| • J O'Hear Wages                           | £223.86            |
| • SALC Clerk Training                      | £26.40 (VAT £4.40) |
| • Leiston Press Newsletters                | £157.00            |
| • Ensors Payroll                           | £59.40 (VAT £9.90) |
| • Clerk's Expenses (Travel/postage stamps) | £32.43             |

## 16. REPORT FROM WARD COUNCILLORS

*SCC Cllr. Richard Smith*

- Following the recent referendum and government reshuffle, local MP Therese Coffey is now Parliamentary Under Secretary of State at the Department for Environment, Food and Rural Affairs.
- As part of Devolution, the potential election and appointment of a Mayor of Suffolk and Norfolk continues to be reviewed with a final decision due in October 2016. If this new post is approved, there will be an election in May 2017. To date, 4 district councils in the region have said no. Public opinion is now being canvassed via a) a survey undertaken with a random sample of households in Suffolk and b) an online survey at [eastangliandevo.org](http://eastangliandevo.org)
- Recently Cllr Smith very much enjoyed the tremendous enthusiasm of the children taking part in the end of year performance of The Lion King at Coldfair Green Primary School.
- In the Knodishall Summer Parish Newsletter, reference was erroneously made to Cllr Smith's Locality Reward budget comprising £100.00 – it is in fact £1000.00.

*SCDC Cllr Maureen Jones*

- July Ward report slightly delayed and would be forwarded by Cllr. TJ Haworth-Culf in the next couple of days.
- SCDC is currently conducting “mystery shopping” telephone research to assess response service performance.
- Emergency Planning workshops will probably be scheduled in October
- All Pay & Display machines to be replaced to operate via £1.00 coins only by the end of 2016.
- Public devolution meetings currently taking place in the region.
- Enabling Communities Budget management may operate via Ward councillors rather than a dedicated task group.

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The meeting was closed at 8.10 pm and the Chairman invited members of the public to speak:

**MATTERS RAISED**

a) The reportedly aggressive prevention by some local people of any gorse clearance in the areas surrounding the Village Hall and Green – Cllrs Lister pointed out that historically this is a contentious issue for many people and Cllr Wigg said that some appropriate pollarding on the Common will take place in October.

b) The high speed at which tractors are driven through Knodishall – the Clerk will contact Mortiers Farms to discuss.

c) Erratic delivery of the quarterly Parish Newsletters

d) Request for a proper review of the potential for saving money by organising village grass cutting via volunteers using second hand equipment rather than continuing to use external contractors. As an initial step, the Clerk will investigate the current grass mowing contract and confirm that insurance liability will be impacted if volunteers were to undertake grass cutting and clearing using machinery.

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