

**KNODISHALL PARISH COUNCIL**  
**MINUTES OF PARISH COUNCIL MEETING HELD ON OCTOBER 19<sup>th</sup> 2016**

**PRESENT:** Councillors J. Staff, G. Baly, C. Lister, J Mayhew, J. Read, G Smith, A Wigg, The Clerk J.O'Hear, SCC Cllr. Smith, 1 Member of the Public

The meeting agreed to a request from SCC Cllr Smith for his ward report to be presented prior to the full parish council meeting

**REPORT FROM WARD COUNCILLORS**

*From SCC Cllr. Richard Smith:*

- The November SCC budget proposals for 2017/18 likely to include cuts although the pledge not to raise council tax in April 2017 will be upheld. Availability of money from reserve funds of circa £160 million will be limited due to demands of current large capital projects, including investment in strategic Suffolk bridge development.
- Ahead of the scheduled consultation period in March 2017, the decision from EDF on Stage 2 at Sizewell is unlikely for at least a month.
- To date the government has not published its findings on support for Devolution. Both Suffolk and Norfolk County Councils will meet to vote on November 23<sup>rd</sup> 2016, after which Cllr. Smith will provide an update.

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

**1. APOLOGIES** – Cllr Pipe, SCDC Cllrs. TJ Haworth-Culf & Maureen Jones

**2. DECLARATION OF INTEREST** –None

**3. MINUTES** – of meeting held on September 21<sup>st</sup> 2016.

Proposed by Cllr. Mayhew, seconded by Cllr. Baly and agreed by the Parish Council to accept the Minutes of the last meeting

**4. CLERKS REPORT AND MATTERS ARISING**

- Following the very recent receipt and circulation of the detailed and lengthy Play Area Safety report, the Clerk will include it as an agenda item for November's parish council meeting. Cllrs. Mayhew, Staff and Baly will also conduct a risk assessment and asset review before the meeting.
- In view of the ongoing impasse regarding ownership and maintenance responsibility for Hillcrest roads and pavements and given the very limited role the Parish Council can play in this matter, The Clerk has drafted a help sheet for circulation to residents wishing to pursue enquiries via the Land Registry.
- Notification has been received from The Methodist Church addressed to all Hirers requesting (i) that chairs and other furniture in the Hall should be left in Sunday Worship configuration and (ii) where possible small scale meetings (including KPC's monthly meetings) be held in the New Room.
- Following notification of the divesting of onesuffolk from SCC and receipt of more information from SALC about alternative and cost competitive web content management suppliers, the Clerk believes SuffolkCloud will be the most suitable provider for KPC. It offers a much needed updated version of the software and potentially improved support to customers. This transition will mean a short suspension of the website.
- Following a request, Environment Agency representatives visited Knodishall on October 10<sup>th</sup> to assess the impact on flood risk of overgrown vegetation in and immediately around the Hundred River. Consequently the EA has agreed to try and schedule appropriate clearance by a Field Team in November/December and will send confirmation of this to the Clerk in the next few weeks. The new EA team leader for the Knodishall area is Stephen Quinn (Stephen.Quinn@environment-agency.gov.uk).

## **5. PLANS – None received**

## **6. COUNCILLOR VACANCIES**

As there was no response from any potential new councillors during the election period, any applications will now be subject to co-option. The Clerk will continue to advertise.

## **7. ALLOTMENTS**

Following distribution of 15 renewal notification letters, 8 allotment holders have returned their forms and payments. Cllr. Read will continue to follow up with the remaining holders who have until the end of October to confirm their tenancies. Going forward, Cllr. Lister suggested that the allotments should be promoted more in Newsletters and that holders should pay via standing order. Cllr. Read believes most holders will not agree to this.

## **8. COMMON MANAGEMENT**

- The Clerk advised that Community Payback support workers have been booked for 8 Common maintenance sessions in November and December and weather permitting this will commence on Sunday November 20<sup>th</sup>. There is no charge for this and Cllr. Wigg will meet the team on arrival. A porterloo will be hired from November 18<sup>th</sup>. 8 further sessions have been booked for January but Sodexo advises there may be a re-introduction of a charge for 2017.
- The Clerk has arranged for Susan Stone from Suffolk Wildlife Trust to meet Cllr. Wigg on October 24<sup>th</sup> so that they can conduct a review of the Common ahead of work on both the 60% gorse maintenance and tree pollarding.

## **9. PARISH COUNCIL 2017 MEETING DATES**

The Clerk circulated a schedule of meeting dates for 2017 and will forward this to the Methodist Church to confirm appropriate Hall hire.

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

- Cllr. Wigg confirmed he will be getting a quote from Shaun Wright for the required tree pollarding on the Common during November-January. He also reported that former Cllr: McHardy is still considering her retirement donation choice.
- Cllr. Mayhew advised the Methodist Church has requested that the hedge in the front of the church is trimmed.
- Cllr. Baly recommended that subject to a quote, Blowers should now be used for all Common grass cutting, including around the pond and river area.
- Following a query from Cllr. Lister, Cllr. Staff said he would follow up on getting/organising the mobile speed monitoring equipment which is still with Leiston Town Council.
- Cllr. Lister suggested that in view of the monthly meetings now being held in the reduced space of the New Room, the Clerk should write to The Methodist Hall requesting a reduction of the monthly Hall hire payment from £17.00 to £15.00. The Clerk will follow up.
- Cllr. Mayhew asked the Clerk to review the KPC insurance policy to check that the addition of 2 benches on the Common are appropriately covered. (5 in total).

## **11. CORRESPONDENCE**

Invitation to The SALC AGM on November 14<sup>th</sup> received and circulated.

## **12. HALF YEARLY ACCOUNTS**

Councillors reviewed the Half Yearly Statement prepared by The Clerk, who drew attention to the availability of reserved earmarked funds to the value of £10,680.42. Cllr: Mayhew reminded the meeting that some of these reserve funds were originally received as donations for specific purposes. In view of the increased spend in 2016 (mainly due to vital Common maintenance), it was agreed that the relevant reserve funds should now be utilised and in line with Transparency Code requirements, the account reserve categories updated accordingly. This was duly proposed by Cllr Wigg and seconded by Cllr Baly. Cllr Wigg also agreed to reviewing the Higher Level Stewardship agreement with the Clerk to clarify which Common payments should be attributed to the Rural Payments Agency annual grant.

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

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 |
| • Playsafety Limited (VAT £18.90)       | £109.20 |
| • Suffolk Coastal Norse Ltd (VAT £3.00) | £18.00  |
| • SALC Budget Workshop (VAT £2.00)      | £12.00  |

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The meeting was closed at 8.51 pm and the Chairman invited members of the public to speak although no contributions were made.

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