

KNODISHALL PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON DECEMBER 13th 2017

PRESENT: Councillors J. Staff (Chair), G.Baly, N. Black, E. Hayward, C. Lister, J. Mayhew, J. Read, A Wigg, The Clerk J.O’Hear,

1. **APOLOGIES** - Cllr Pipe, SCC Cllr. Rainger, SCDC Cllrs. TJ Haworth-Culf and M. Jones Clerk advised a copy of the SCDS monthly report was posted on the KPC website News page and that Cllr. Rainger’s monthly summary could be accessed on <https://russrainger.wordpress.com>
2. **DECLARATIONS OF INTEREST** – None
3. **MINUTES** – Approval of minutes of Parish Council Meeting held 15^h November, 2017. Proposed by Cllr.Hayward, seconded by Cllr. Wigg and thus agreed by the Parish Council to accept the Minutes of the last meeting

4. CLERKS REPORT

- Reminder that East Suffolk Merger (of Waveney and Suffolk Coastal consultation period continuing until January 8th 2018 prior to being signed off by the Secretary of State for Communities and Local Government, Sajid Javid.
- Reminder that document confirming KPC’s management authority for Knodishall Common located within East Suffolk archive and confirmed. Clerk, Chairman and East Suffolk Communities Manager, Richard Best to meet on January 9th 2018 to process and sign
- The Clerk has arranged to return the Methodist Hall keys directly to the Church Secretary following the December parish council meeting and has advised her that the requested grass seed will be planted along the Methodist Hall trackway in spring 2018. The booking of the Mission Rooms Hall for 2018 has been confirmed and Cllr. Hayward will collect the keys from the Hall co-ordinator ahead of the KPC January 9th 2018 meeting. KPC will be invoiced quarterly plus there will be an annual £10.00 heating charge
- As requested at the end of the November meeting, the Clerk updated Cllr. Rainger on the management status relating to Hillcrest
- Response received from local MP regarding increasingly inadequate Highways flood prevention and response management. Dr Coffey advises this is a matter for SCC Highways and that KPC should seek support from its local SCC Ward councillor
- Notification received from Smaller Authorities Audit Appointments Ltd, of the appointment of PFK Littlejohn LLP as the new external auditor for small authorities in Suffolk received. The fee will be £200.00 per annual audit.
- Joanna Young, Stakeholder Manager, Scottish Power Renewals unable to attend KPC December meeting in order to brief Councillors on required local substation siting options in the Leiston, Aldringham and Knodishall area. It was agreed to try and rearrange this visit for either the January or February PC meeting.
- Richard Hall, Land Agent for Ogilvie. has also requested a visit to a KPC meeting in early 2018. This is to outline potential relocation to an alternative local site, for the Knodishall allotments. The Clerk will make contact to arrange this for either January or February depending on the Scottish Power visit.
- Notification received from Natural England that the 2018 Higher level Stewardship grant will be paid in two installments of 75% and 25%. The 25% payment will be contingent on satisfactory maintenance in accordance with the HLS agreement.
- The Clerk has received the latest Electoral Register.

5. **PLANS** – None received

6. KNODISHALL COMMON

The Clerk and Cllr. Black advised that in accordance with the Higher Level Stewardship agreement the Common winter clearance and general maintenance programme was confirmed

to start from January 6th 2018, again with the support of Community Payback workers who will liaise with Cllr Black as required. The Clerk advised that a porterloo would be delivered on Friday January 5th and this would remain until the end of March 2018. The Clerk requested that the extent of any potential grass cutting around the pond needed to be defined and communicated in order to avoid any confusion in relation to cutting undertaken by Blowers or Michael Easy

7. PLAY AREA IMPROVEMENTS

Following receipt of competitive quotes and the consensus to opt for Huck Tec, the Clerk followed up on identifying and costing potential grant support. The cost of both the equipment items and installation by supplier HuckTek will be £12,571 for the Spiders Web and Witches Coven and £3995 for the appropriate rubber safety mats and installation. (All Ex VAT). The supplier estimates installation in the spring of about 1 week depending on the weather. It was noted that Huck Tec has full industry safety accreditation as a supplier of play area equipment, including RoSPA. To fund these community purchases, the Clerk will now submit grant applications to SCDC Outdoor Playing Space Funding Scheme plus SCDC Enabling Communities Exemplar Programme.

8. MATTERS RAISED BY PARISH COUNCILLORS

- Cllr Read reported erratic streetlight switch-offs along Mill Road. Cllrs Wigg and Staff agreed that street lighting along Mill Road is ineffective but that any additional local lighting would be prohibitively expensive
- Cllr. Mayhew advised that bus shelter maintenance was needed and agreed to liaise on this with Cllrs. Hayward and Staff
- Cllr. Hayward said she had a recent photo of local flooding which following advice from Cllr. Lister, she would forward to SCC Cllr. Russ Rainger
- Cllr. Wigg has received delivery of 15 telegraph poles required for additional no parking sign. The cost is a very competitive £40.00.
- Cllr. Hayward reported seasonal anti-social pavement parking around the Butchers Arms.
- Cllr. Staff advised he had received a complaint about people leaving filled dog poo bags being left hanging on trees and generally discarded rather than being appropriately placed in the appropriate village fido bins.

9. CORRESPONDENCE – None received

10. FINANCIAL

(i) Following circulation by the Clerk for review ahead of the meeting, the 2018/19 KPC draft budget was extensively evaluated item by item. The Precept was agreed at £15,929 and this was proposed by Cllr. Mayhew and seconded by Cllr. Hayward.

(ii) The Clerk presented a copy of the Financial Statement relating to due payments. This was proposed by Cllr. Wigg and seconded by Cllr. Black. The Parish Council agreed to pay the following:

• DD - Hall Hire	£17.00
• H Mayhew -Wages	£180.00
• J O’Hear - Wages	£442.00
• Blowers Grass Cuts – VAT £150)	£900
• HG Crisp (Whites of EA) – Office supplies (VAT £)	£39.00
• Leiston Press – Autumn Newsletter	£85.00

TOTAL	£1663.99

The meeting was closed by the Chair at 8.35 pm with no members of the public wishing to speak.

