

KNODISHALL PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD ON 17TH SEPTEMBER 2019

PRESENT: Councillors J Staff (Chair), P Beeston, E Hayward, J Read, M Smith, A Wigg and the Clerk H Brewell
ESC Cllr J Bond
1 member of public

The meeting commenced at 7.30pm

1. APOLOGIES - Cllr G Baly, Cllr J Mayhew, ESC Cllr T Cooper, ESC Cllr TJ Haworth-Culf and SCC Cllr R Rainger.

2. DECLARATIONS OF INTEREST – None.

3. MINUTES

3.1. Approval of minutes of the Parish Council Meeting held on 16th July 2019. Proposed by Cllr Hayward, seconded by Cllr Smith and thus agreed by the Parish Council to accept the Minutes of the July meeting.

3.2. Approval of minutes of the Parish Council Meeting held on 20th August 2019. Proposed by Cllr Wigg, seconded by Cllr Beeston and thus agreed by the Parish Council to accept the Minutes of the last meeting.

4. CLERK'S REPORT AND MATTERS ARISING

4.1. Annual insurance renewal was discussed, and it was agreed to continue with Came & Co with a three year long term agreement.

4.2. A Letter of Engagement for Payroll Services had been received from Ensors. The clerk to sign and return to Ensors.

4.3. National Grid will be attending the October Parish Council meeting to make a presentation on the Interconnectors project.

4.4. The clerk asked for clarification regarding vehicle parking issues on the Common. Cllr Read provided a copy of the Commons Act for reference.

4.5. The shared Leiston/Knodishall speed sign was returned to Leiston Town Council in August. The clerk to purchase replacement batteries.

4.6. Theberton and Eastbridge Parish Council requested approval to apply for funding from a shared outdoor playing space funding scheme. The clerk to advise that Knodishall Parish Council have no objections.

4.7. The clerk received a request for a litter bin to be placed on the cycle/footpath near Meadow View. The subject of litter bins to be added to October agenda for further discussion.

5. PLANS

- 5.1. DC/19/2797/FUL: Greentrees, School Road – alterations and single storey rear extension with associated landscaping. No observations or objections.
- 5.2. DC/19/3117/FUL: Robin Cottage, Manor Farm Grove Road – retrospective planning application for conversion of a traditional agricultural building to a residential dwelling. No observations or objections.
- 5.3. DC/19/3183/FUL: Honeymill, 30 The Fitches – to add three Velux style roof windows to the rear of the property. No observations or objections.

6. PLAYGROUND

- 6.1. Cllr Staff obtaining further quotations for replacement fencing.
- 6.2. Playsafety Ltd will carry out the annual inspection in September.
- 6.3. A cable is broken on the wooden suspension bridge. Cllr Staff and the clerk to arrange replacement.
- 6.4. Cllr Staff to arrange siting of the picnic table.

7. COMMON / POND MANAGEMENT

- 7.1. Cllr Staff to ask local organisation if they would be prepared to help clear the pond area.
- 7.2. Once the pond area is cleared the clerk to request the grass maintenance contractors to spray the docks.

8. MATTERS RAISED BY PARISH COUNCILLORS

- 8.1. Cllr Read raised the issue of drain ownership on Hillcrest. The clerk to write to Flagship Homes.
- 8.2. Cllr Smith raised the possibility of a litter bin outside the village shop. Litter bins will be on the October agenda for discussion.
- 8.3. Cllr Wigg raised painting the bus shelter. Cllr Hayward volunteered and will arrange supplies with the clerk.
- 8.4. The clerk raised on behalf of Cllr Mayhew the placing of skips on the common and the removal of the WI windmill.
- 8.5. Cllr Wigg updated the meeting on the Village Hall repairs funding options.

9. CORRESPONDANCE

None.

10. FINANCIAL

- 10.1. The August financial statement was agreed. Proposed by Cllr Hayward and seconded by Cllr Wigg.
The following payments were approved:

Wages	£628.24
Internal audit fee	£50.00
Ensors – quarterly payroll	£68.40

10.2. It was agreed to use £1,600 from the Common reserve fund.

11. DATE OF NEXT MEETING – Tuesday 15th October 2019.

The Parish Council meeting was closed by the Chair at 8.30pm.

- ESC Cllr Bond presented the main content of the September Ward Report.
- A member of public asked if the dog and litter bins near the bus stop could be moved further apart to prevent dog waste being put in the litter bin. It was suggested that clearer labelling of the bins would be a solution. Cllr Staff to produce appropriate signage.

The meeting was closed at 8.40pm.