

Coddenham

Parish Council



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CODDENHAM PARISH COUNCIL MEETING

Thursday 25th May 2017

In Attendance: Cllr. D Burton, (Chair), Cllr. Burgess, Cllr. A. Darell-Brown, Cllr. J. Fawdry, Cllr. A Fowler, Cllr. C. Hardy, Cllr. J. Keeble, Cllr. J Peacock, Cllr. J. Soanes, Cllr. M. West, Cllr. M. Hicks (SCC), Cllr Passmore, (MSDC) and the Parish Clerk.

1. To **RECEIVE** and **APPROVE** apologies for absence.
Cllr M. Lock
2. To **RECEIVE** any Declarations of Interest. None received. The Clerk referred Councillors to the previously circulated advice note and proforma regarding requests for dispensation from the restrictions resulting from a Declaration of Interest to be completed in each case.
3. Adjournment to allow residents of the parish to speak on current agenda items and to **RECEIVE** reports from Cllr Hicks, Cllr Passmore and/or the Safer Neighbourhood Team, where available. A representative from the SNT was in attendance but unfortunately was called away before he was able to address the meeting. Cllr Hicks sent his apologies and asked that Council be advised of a meeting regarding the proposed gyratory scheme, scheduled for 30th May. Mrs Kendall addressed the Meeting on her proposal, previously circulated, to raise funds for the purchase of equipment for an outdoor gymnasium to be sited on the recreation ground. She described the benefits to both mental and physical fitness of outdoor exercise especially for new parents who would also benefit from the social contacts of exercising with others. She outlined her plans to hold two 'Feel Good Friday' fundraising events, one on the 4th August at Coddenham Recreation Ground and another on 25th August at Needham Market Lake. Following Mrs Kendall's presentation the Chairman brought item 8 forward to allow for immediate discussion. Cllr West suggested that Mrs Kendall could approach the Day Foundation for a grant as there would be an obvious benefit to residents of the village. Cllr Soanes suggested that Mrs Kendall might be invited to a meeting with the Day Foundation. Cllr Fawdry raised the questions of insurance and maintenance costs and also commented that the residents at Haysel House might welcome the opportunity to use the equipment. The Chair reminded Council that there funds available from the Community Infrastructure Levy and Cllr Hicks Locality budget. He then invited Mrs Kendall to formulate a written proposal for Council to consider at its next meeting in June. Council Agreed to allow Mrs Kendal the use of the Community Hall and the Recreation Ground for the purposes of the fund raising exercise on August 4th at no cost.
4. The Minutes of the Parish Council Meeting held on 14th Mar 2017 were received and **APPROVED**
5. Matters Arising. Cllr Soanes asked for a progress report on the Dedication of Footpaths. The Clerk advised that the offer to meet with Officers from the County had been withdrawn. A meeting will now be scheduled to complete the application form as soon as practicable. Cllr Hardy reported on his communications with Highways England. They advise that a small fund

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might be available to implement safety features for cyclists and pedestrians and they will report back to Cllr Hardy when they have more information.

6. To **RECEIVE** a report on a recent complaint to the Monitoring Officer. The Chair and Cllr Fowler recused themselves and left the meeting. Cllr Burgess took the Chair. The report on the letter received from the Monitoring Officer was read to Council by the Chair who then proposed that the matter be considered closed. **Agreed** with 1 against. There followed a general discussion regarding the role of the Clerk in the matter, during which it was explained to Council that, as a member of staff, the Clerk was not subject to the Council's Code of Conduct. A number of councillors expressed their concern that the matter should not be considered at a public meeting. The Chair called the meeting to order and proposed that the matter be closed. **Agreed.** Cllr Burton and Cllr Fowler returned to the meeting and Cllr Burgess relinquished the Chair to Cllr Burton.
7. To **RECEIVE** a report on the refurbishment of the Children's Playground. Chair reported that the refurbishment of the playground equipment was almost complete with the replacement of two swings seats outstanding. He proposed that the remainder of the refurbishment budget be returned to General Reserves. **Agreed.** In light of the contribution from Mr Alan West, Council **Agreed** that a letter of appreciation and thanks be sent. Clerk to action.
8. To **CONSIDER** a report on the provision of Outdoor Exercise Equipment, See above.
9. To **RECEIVE** a report on hire of the Community Hall for Elections. The Clerk presented a report on his discussions with the District Council regarding the cost of hiring the hall for elections. Following discussion it was Agreed that the Foyer could be offered as a standalone venue for elections at a the published rate with the hire of the kitchen facilities at the daily rate.
10. To **RECEIVE** a report on Speed Watch and the Traffic Speed Signs. Cllr Keeble proposed that the Speed Watch group be re-formed to monitor the traffic response to the new 20mph zone. Council considered the presentation from Morelock Signs at the recent Parish Meeting and the proposal from the meeting that two signs be purchased for the village. Cllr Peacock was concerned that the efforts on the part of the Council would be ineffectual without prosecution of offenders and that the Police lacked the resources to deal with this. Cllr Soanes commented that data from other areas indicated that the average speed was reduced by 20 MPH zones. Cllr Hardy reminded Council of Mr Potts' suggestion that the Day Foundation would look favourably on a request to fund the purchase, so there was no dis-benefit to the village and there was a clear advantage in that the signs would provide objective, data based evidence of the traffic behaviour. Cllr Hardy proposed that Council prepare a bid to the Day Foundation for the funds to purchase two traffic signs. **Agreed.** Cllr Soanes proposed that the Council's laser gun be recalibrated and that the Volunteers be recruited for training in Speed Watch. **Agreed.**
11. To **CONSIDER** Planning Applications and to **NOTE** Planning Decisions, including those received after publication of this agenda. 1586/17 Erection of Grain Store – Old Hall Estate, Shrubland, Needham Road, IP6 9QQ. Council **Objected** to the proposal on the grounds that the application is contrary to adopted policies, including and especially CL13, CL14 and CL15. Chair asked Cllr Peacock to draft a full response for the Clerk to submit to the Planning Authority. Decisions to Grant Planning Permission on applications 0702/17, 0703/17 and 0978/17 were **Noted.** A Decision to Refuse Planning Permission on application 4326/16 was **Noted.**

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12. To **RECEIVE** the Clerk's report.

Councillors Training programme. Council discussed the advantages of in-house training in comparison to individual Councillors travelling to SALC offices. The cost of providing a single course for all councillors was approx. 50% of individual training courses. Council **Agreed** to ask the Clerk to arrange an in-house course in October or November. New Employee. The post of Footpath Assistant has been filled by Mr James MacPherson, a resident of the village who is currently studying at college in London working to maintain the footpaths during his summer break.

Manual Assistants. There have been no applications for the posts of Manual Assistants. The Clerk recommends that these posts are advertised again as casual positions which rely on a pool of capable individuals who would be willing to attend when available and be paid on a casual rate for the time they work. **Agreed**.

Replacement of village sign. The Village sign has been replaced with the new foundations, incorporating a sturdy steel collar on a concrete base, fabricated by Bickers staff. Bickers Lifting have advised that the costs involved in repairing the foundations and replacing the Village Sign will be met by the company. Council **Agreed** that a letter of appreciation and thanks be sent. Clerk to action.

Direct Debit for Oil Supplies. The Council is a member of the Community Buying scheme managed by Community Action Suffolk. The suppliers, Affinity, encourage all members to pay by Direct Debit to keep their costs down. The Clerk recommends that Council agree to the creation of a Direct Debit arrangement for the supply of heating oil. **Agreed**.

13. To **RECEIVE** the Financial Reports and **UNDERTAKE** the Independent Bank Reconciliation for the current period. The Clerk presented the Financial Reports and Bank Reconciliation papers for the period since the last meeting. Cllr Soanes checked the reconciliation of accounts against the bank statements and **RATIFIED** them as a correct record.

Unity Accounts Balances as at May 25th 2017:

Main Current Account	£ 47,525.52
SH Current Account	£ 2010.92
Main Reserve Account	£ 251.32
SH Contingency	£ 8,644.35
Total Financial Assets	£ 58,432.11

14. To **CONSIDER** any Correspondence received before the meeting.

District Council Survey of Local Facilities. Council **Agreed** to co-ordinate responses to the survey via Cllr Hardy.

15. To **RECEIVE** questions from Councillors and agenda items for the next meeting. Cllr Peacock asked for details of the Tennis Club fees for the current year. Clerk advised that the Hall Committee had granted the club leeway to pay in instalments, but that the Committee Chair was waiting to hear back from the Club Treasurer. Clerk was asked to investigate.

16. To **CONFIRM** the date of the next meeting of the Parish Council. **Tuesday 27th June 2017**