

Coddenham Parish Council



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CODDENHAM PARISH COUNCIL MEETING

Minutes of the meeting held on 19 January 2021 at 7.32pm

Present: Cllr Fowler(Chair), Cllr Fawdry, Cllr Groom, Cllr Peacock, Cllr Scoresby (Vice-chair)

In attendance: Mrs Frankis, Clerk to the Parish of Coddenham
County Cllr Hicks
District Cllr Passmore
District Cllr Whitehead

The meeting was held remotely in accordance with the “Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (the 2020 Regulations)”, and the “Health Protection (Coronavirus Restrictions) (No2) (England) (Amendment) (No4) Regulations 2020”.

The meeting was chaired by Cllr Fowler.

123 To **RECEIVE** Apologies for Absence
No apologies were received.

124 To **RECEIVE** any Declarations of Interest or Delegated Dispensation Decisions or to **APPROVE** Such Dispensation Requests as Needed
None were received.

125 To **RECEIVE** Comments from Residents of the Parish on Current Agenda Items
None were received.

126 To **RECEIVE** Reports from the County and District Councillors
Reports for December 2020 and January 2021 had been received from County Councillor Hicks and circulated to the Council, prior to the meeting.
The December 2020 report had been received from the District Councillors, including the Police update and circulated to the Council, prior to the meeting.
Cllr Whitehead referred enquiries he has made regarding parking enforcement action in Coddenham; he has been advised that as there are no double yellow lines on the roads, enforcement cannot be undertaken.
Cllr Passmore advised that he has spoken to the Police Chief Constable to request that HGV enforcement be more determined on High Street, Coddenham. If drivers continue to violate the restrictions, Cllr Passmore will consider calling for the Chief Constable to ask that the Traffic Commissioner intervenes.

Cllr Passmore advised that work is due to commence on the new Police and Fire Station at Stowmarket in February 2021.

County Cllr Hicks arrived at the meeting.

Cllr Hicks referred to the Covid-19 vaccination program for Suffolk and advised that reported statistics can be misleading due to the number of over eighties per county having to be contacted and vaccinated; Suffolk has a particularly high percentage within this age group. There have been delays in distributing the vaccinations to Suffolk by NHS England however they have today assured Cllr Hicks that all over eighties in Suffolk will be contacted and invited to receive a vaccination by the end of this week.

Cllr Hicks advised that his grant application, for Coddensham highways improvements on the A140/B1078, has been registered and approved; updates are expected in 6 -8 weeks' time.

Cllr Peacock asked if any action can be taken to 'tidy-up' the Dukes Head site, whilst waiting for development and alterations to commence; Cllr to Passmore agreed to raise the issue with the Environment Department and to follow up with the Planning Enforcement team.

Cllr Hicks and Cllr Passmore left the meeting.

- 127** To **RECEIVE** and **CONFIRM** the Minutes of the Parish Council meeting held on 17 November 2020
The minutes of the meeting, having been circulated to the Council prior to the meeting, were confirmed and will be signed as a true and accurate record of the meeting.
- 128** To **CONSIDER** any Matters Arising from the Minutes of the Parish Council Meeting held on 17 November 2020
There were none to consider.
- 129** To **RECEIVE** an Update from the Coddensham Parish Council Highways Working Group and to **AGREE** Actions as Required
Cllr Peacock advised that the Group is looking at reporting nuisance untaxed and unmot'd vehicles on the gov.uk website.
- 130** To **RECEIVE** an Update from the CPC CIO Management Group Representative
Cllr Peacock advised there were no updates to report as no meetings had been held. Subsequently, in the process of the continuance of transfer of the community centre, the Council is unaware of the current status of affairs.
ACTION: The Clerk is to contact the Coddensham Centre CIO to ask that if they are holding remote meetings, then the Parish Council representative be included, and that the Parish Council receives as agreed, at least quarterly, financial reports including income and expenditure schedules.
- 131** To **RECEIVE** the Churchyard Report, including Church Wall Repairs and Tree Works and to **AGREE** Actions as Required
Cllr Peacock advised that he had met with TC Tree Services who have offered to attend to the Yew trees free of charge.
- 132** To **RECEIVE** the Clerk's Report
A report had been circulated and received by the Council prior to the meeting.
- 133** FINANCE:
(i) To **APPROVE** the Schedules of Payments for December 2020 and January 2021
The Council unanimously approved the Schedules of Payments for December 2020 and January 2021.

(ii) To **AGREE** the Bank Statement Balances and to **RECEIVE** the Budget and Precept Reports as at 30 November and 31 December 2020

The bank statements had been scanned and circulated to the Council prior to the meeting; the Budget and Precept Reports as at 30 November and 31 December 2020 had been circulated to the Council prior to the meeting. The Council agreed that the bank balances of £16,184.82 and £8,017.11 and £15,492.67 and £8,017.11 as reported agreed to the bank statements.

(iii) To **AGREE** to Budget Heading Virements as per the Clerk's / RFO Report

The Council unanimously agreed to re-allocate funding from budget headings with an overall over budget forecast as at 31 December 2020, to those displaying an over spend as detailed in the Clerk's Report.

(iv) To **AGREE** the 2021/22 Precept Demand

With reference to Appendix 1 of these minutes, the Council unanimously agreed to receive the sum of £26,000 and to hold the sum in two lines of the accounts as £13,000 ringfenced to repay the 2021/22 PWLB loan and £13,000 ringfenced to repay the 2022/23 PWLB loan.

The Council unanimously agreed to restate the 2021/22 budget to be £45,670.00.

The Council unanimously agreed to set the 2021/22 precept demand at £32,227.00, an expected 14.04% reduction on the 2020/21 precept demand.

- 134** To **RECEIVE** an Update on the MSDC Business Rates Demand and to **AGREE** Actions as Required
Cllr Peacock advised that a formal challenge has been submitted and acknowledged.

- 135** To **CONSIDER** Planning Matters, including Receipt of the Planning Schedule as at 31 December 2020
The Planning Schedule as at 31 December 2020 had been circulated and received by the Council, prior to the meeting.

- 136** To **AGREE** the Re-Location of an Existing Dog Litter Bin
Mid Suffolk District Council (MSDC) Waste Management team has advised the Parish Council that it would not be viable to site a dog litter bin at Mill Hill, as access was not possible in order to empty the bin. The Parish Council agreed that the investigation of possible alternative sites has been exhausted and concluded that nothing satisfactory could be found.
ACTION: The Clerk is to update the MSDC dog waste and litter bin schedule.

- 137** To **AGREE** Tree Works at Three Cocked Hat
The Council unanimously agreed to accept the quote received from TC Tree Services at a cost of £680.00, subject to MSDC permission and receipt of a method statement and risk assessment from TC Tree Services. If the work is to be undertaken and invoiced during the present financial year, the Council unanimously agreed to exhaust the existing budget of £320.00 and to vire £360.00 from the General Reserve, which will be replaced from the 2021/22 Tree Works budget.

- 138** To **AGREE** the 2021/22 Parish Council Meeting Dates, including the Annual Parish Council Meeting and the 2021 Annual Parish Meeting

The Council set the 2021/22 meeting dates as follows –

Annual Parish Meeting	13 May 2021
Annual Parish Council Meeting	20 May 2021
Parish Council Meeting	15 July 2021
Parish Council Meeting	16 September 2021
Parish Council Meeting	18 November 2021
Parish Council Meeting	20 January 2022
Parish Council Meeting	17 March 2022

- 139** To **CONFIRM** the Date of the Next Meeting of the Parish Council.
The next meeting of the Parish Council is to be held virtually on 18 March 2021 at 7.30pm.

140 Matters Raised by Members, Including Matters for Consideration at the Next Parish Council Meeting
There were no matters raised.

There being no other business, the meeting closed at 20:53.

Chairman: _____

Date: _____

SUMMARY OF ACTIONS:

130 To RECEIVE an Update from the CPC CIO Management Group Representative

ACTION: The Clerk is to contact the Coddensham Centre CIO to ask that if they are holding remote meetings, then the Parish Council representative be included, and that the Parish Council receives as agreed, at least quarterly, financial reports including income and expenditure schedules.

136 To AGREE the Re-Location of an Existing Dog Litter Bin

ACTION: The Clerk is to update the MSDC dog waste and litter bin schedule.

APPENDIX 1:

Agenda Item 10 iv)

Council Meeting 19th January 2021

Following the delivery in early December of the Autumn/Winter 2020 edition of the Council's newsletter the Clerk and I were approached by one of our readers.

The reader was concerned by the article of Cllr Neil Scoresby on the subject of the Council's financial position under the heading of " **Preparing for Next Year's Budget**". This article set out the thoughts at that time as to how the precept was panning out.

A series of conversations and emails with the Clerk and myself lead to an offer to assist the parishioners of Coddenham Parish by making a donation to reduce the financial burden of the Public Works Loan Board repayment (the Community Centre Loan). Such support to be offered for the next two years. It should be remembered that the very kind support that had been given by the Day Foundation in giving a grant for the last three years came to an end this year.

Our benefactors have transferred the sum of £26,000 into the Council's bank from a UK bank accompanied by a hope that the financial future will have improved in two years' time.

The Finance Working Group has revisited the Budget requirement for 2021/2022 in the light of this donation. The Budget can be reduced to £45,670 to reflect a reduction in the General Reserve to £1,000 (see minute 105 (v)) and PWLB repayment correction.

This has resulted in an immediate impact on the precept for the next year.

Before setting the precept I would like to propose a resolution to endorse the Chair and the Clerks actions and further to amend the 2021/2022 budget.

Both the Clerk and I have expressed our sincere thanks on behalf of Parishioners and the Council for this extreme act of generosity.

It is worthy of note that in a letter from the benefactors to the Clerk ended with the words " Thank you for the work you do for the Parish as Clerk".

Resolutions.

Council acknowledges receipt of the sum of £26,000 and resolves to hold this sum in two lines in the accounts.

**Ringfenced funds: 2021/22 PWLB loan Repayment £13,000.
 2022/23 PWLB loan Repayment £13,000.**

The Council further resolves to confirm the undertakings given to the benefactors to respect their wish to remain anonymous and to protect their identities.

Council resolves to restate the Budget for 2021/2022 to £45,670.

Allan Fowler Chair. Coddenham Parish Council