Draft until signed

Minutes of Combs Parish Council Meeting
Monday 18th January 2016 at 7.30pm, Battisford Village Hall, Straight Road, Battisford

Present: S Scarff (Chairman), D Stephens-Row (Vice Chairman), D Thorpe (Councillor), T Whitehead (Councillor) (minutes), J Crooks (Councillor)

Attending: Cllr J Truelove (County Councillor), Cllr D Whybrow (District Councillor), Mr Charles Oliver

1. Apologises for absence

S Reynard (Councillor), S Meech (Clerk)

2. Declarations of Interest

Cllr Scarff – Item 9. a. i. and ii.

3. Minutes of meeting held on Monday, 14th December 2015

Agreed and signed as a true and accurate copy of the meeting

4. Matters arising from minutes

Cllr Crooks reported an update on rooks nests at White House Farm House, Moats Tye – had spoken with Mark Roberts *(needs confirming)* who recommended sending letter to Mr and Mrs Cole to explain position and to deter from repeating previous action again. **Action** Clerk and Cllr Crooks to arrange letter.

5. Public Forum

Mr C Oliver, Moats Tye Farm – responded to enquiries of business use in barn, B8 classification in place. Cllr Whybrow reported MSDC concur this position.

Mr Oliver left meeting 7.42pm.

6. County Councillors Report

See Appendix 1

7. District Councillors Report

See Appendix 2. Additional planning application received (Ref. 4406/15) White House Farm House, lights for all weather riding arena, end date 10th February. ***(Action Clerk may need to request extra week for consultation as next meeting 8th Feb, plus add to next agenda.)***
Band D tax rate to be confirmed end February following final consultations.

8. Parish Council Chairman's Report

Nothing to report

9. Planning

a. Applications received for consideration

Cllr Scarff left meeting 8.04pm for items i. and ii and returned 8.10pm.

i. 4433/15 – Fenns Farm, Bildeston Road, Combs IP14 2JZ – Raise up chimney and add a chimney pot – All councillors agree no objections – **Action -** clerk to advise MSDC of decision
ii. 4434/15 – Fenns Farm, Bildeston Road, Combs, IP14 2JZ - Repair existing cracked render and associated timber repairs. Raise up chimney and add a chimney pot.

Replace modern windows. Add new layer to thatch – All councillors agree no objections – **Action -** clerk to advise MSDC of decision.

iii. 4145/15 & 4255/15 – 5 Model Farm, Park Road, Combs, IP14 2JG - Installation of external flue to serve wood burner. Installation of external boiler and oil tank to serve oil fired central heating system – All councillors agree no objections – **Action -** clerk to advise MSDC of decision.

b. Decisions received from MSDC

i. 3990/15 - Windy Ridge, Park Road, Combs IP14 2JR - 6 Oak Trees - raise canopies to approximately 20' above road level and trim back lower branches from over pavement - Granted

ii. 3754/15 - Hazelmere, Park Road, Combs, Stowmarket, IP14 2JS - Removal of a small Field Maple, Scots Pine, Yew tree, small Oak, Sycamore and Holly. Reduce outermost spread of English Oak growing towards property by up to 2m – Granted

iii. 2680/15 & 2932/15 - White House Farm, Moats Tye, IP14 2EY - Proposed conversion of brick outbuilding and barn to single dwelling with link between – Granted including listed building consent

iv. 4161/15 - Little London Cottage, Little London, Combs, IP14 2ES - Erection of ground mounted solar PV system – Granted

Cllr Scarff has observed solar panels at Yew Tree, Mill Lane – no planning application received. **Action** – Cllr Whybrow to enquire if planning received.

Cllr Whybrow left meeting 8.15pm.

10. Finance

a. Accounts review to date – all councillors agree to figures. Cllr Whitehead explained supposed gap in VAT returns established as due to ad hoc returns completed over past five years and future returns to be completed in line with financial year. Cllr Scarff thanked Clerk and Cllr Whitehead for extra finance and accounts work completed.

b. Payments received

i. Memorial – Jacobs - £40.00

ii. Burial fee – Audrey Nunn - £70.00

iii. Burial fee - Evelyn Smith - £572.00 – received in error prior to cashing in and returned

c. Payments to hand

i. Clerks Overtime - £27.62 - Cllr Thorpe proposed payment, Cllr Crooks seconded. All councillors agree payment. Chq Number 022072 written and signed

ii. Glasdon UK Limited (Dog Waste Bin) - £103.82 - Cllr Stephens-Row proposed payment, Cllr Thorpe seconded. All councillors agree payment. Chq Number 022073 written and signed

11. Standing order amendment for clerk's salary – account number change

Letter and form completed and signed. Cllr Scarff and Cllr Thorpe signed

Items 12 and 13 swapped position in meeting

12. Precept

Cllr Scarff and Cllr Whitehead explained process and decision to raise by 9.9%. Proposed by Cllr Scarff, seconded Cllr Stephens-Row, all councillors agreed

13. Budget

Cllr Scarff and Cllr Whitehead reviewed proposed budget for 2016/17. Reserves are planned to be used for defibrillators (see 15.). Cllr Scarff proposed, Cllr Stephens-Row seconded, all councillors agree, no objections.

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14. External audit arrangements

All councillors agree not to opt out for external audit arrangements Cllr Scarff explained NALC sourced Smaller Authorities' Audit Appointments Ltd. have replaced Audit Commission and confirmed to remain.

15. Defibrillation machine

Cllr Truelove explained funds from British Heart Foundation have been used and highlighted if anything is needed from the locality budget it needs to be applied for before the end of the financial year, applications would need to be made for around February time, Cllr Truelove confirmed happy to put around £2,000 and letter of request needs to be received before year end. **Action –** Cllr Stephens-Row and Clerk to format and send letter. Share of pre-Christmas Father Christmas float donations have been promised via Craig Skinner and will be used for this project. **Action –** Clerk to contact and confirm. **Action** – Clerk/Cllr Whitehead to establish plans for defibrillator at Battisford Cricket Club. Cllr Scarff confirmed two would be purchased. Positions to be established – early suggestions were The Tannery and Fenns Farm. Widely advertise installations and training offered to all.

16. Inventory of unmetered supplies

List of street lights sent. **Action** – Cllr Thorpe to confirm and report back.

17. Barclif contribution

Action – Cllr Scarff to submit entry for next edition.

18. Battisford Village Green play area funding

Dean Williams (Battisford) raising funds for equipment. Contribution of £100 suggested. Cllr Stephens-Row proposed, Cllr Crooks seconded.

19. Meadow View – update from MSDC

Letter received, no action will be taken. Cllr Truelove stated it was negligence on part of MSDC over long period of time. **Action –** Clerk/Cllr Scarff to establish when initial enquiries made via CPC (*confirm this to occur*).

20. Permission obtained for erection of bench

Cllr Crooks to proceed with installation

21. Combs cemetery

Cllr Stephens-Row will be sorting out area when weather improves
Graffiti at car park and on signs. Cars congregating at night and leaving litter. **Action –** Cllr Scarff to contact PCSO for assistance deterring this behaviour. Grave to be checked that has headstone (too early?) and had too many wreaths. **Action –** Cllr Stephens-Row to write to family to remind of regulations.

22. St Mary's Churchyard

Action – Cllr Scarff and Cllr Stephens-Row to meet with Town Council at churchyard to discuss contract which covers to 2017/2018 - drive improvements, topple test, hedge

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clearing etc. Smaller bins now in place, lorry has difficulties with drive to empty. **Action –** Clerk to establish Trade collection information (costs, smaller lorry, etc) from MSDC. Cllr Stephens-Row offered to take bins to end of drive in interim on weekly basis. **Action –** Clerk to establish collection dates/days for green and black bins. **Action –** Clerk to confirm bins at cemetery.

23. Correspondence

Letter received from (Police Federation?? tbc) reference funding sought for PCSO, total £30,000 per annum. Cllr Scarff proposed not to partake.
Fire Service inviting comments reference fire and rescue in area via website.
PC have received latest Full Register for 16/17.

24. Any other business raised by councillors for inclusion on the next agenda

- Graveyard – our insurance covers as we are responsible for it. Cllr Stephens-Row took away Risk Assessment form to initiate monthly checks.
- Queen's 90th Birthday Celebrations – Weekend of 10th-12th June – share with Battisford event? Combs Fete have Barn Dance on 11th June.
- Highways - outside Hill House, Moats Tye - Cllr Crooks to report flooding and damaged metalled surface, junction of Mill Lane and Burnt House Lane has been damaged again, Burnt House Lane has water on surface and broken up, Mill Lane triangle is being parked on again.
- Groves/Waspes footpath (no.59) has broken tread on bridge.
- Light out at Moats Tye phone box (no. 34), UK Power rectifying, no date given.

25. Date and time of next meeting – Monday 8th February 2016

Meeting closed at 9.34pm

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Appendix 1

PARISH REPORT JANUARY 2016 BOSMERE DIVISION
County Councillor Julia Truelove

http://www.powerliteunits.com/OVERALL KEY STAGE 2 IMPROVEMENTS CONFIRMED

The percentage of pupils in Suffolk primary schools achieving expected levels in reading, writing, and mathematics is continuing to rise. This is according to the latest data from the Department for Education. 77% of 11 year olds achieved Level 4 or higher in 2015, a rise of 3% from 2014. Suffolk has also improved in the national ranking and is now 134th out of 152. Whilst this is an improvement of 6 places from last year, the low national placing remains of great concern.

FUTURE COUNTY POLICING

Key Changes

- Reduction of 'Safer Neighbourhood' teams from 29 to 18, with a redefined remit
- Re-organisation of our policing areas from 15 to 9
- A reduction in police bases from 33 to 18
- The roles and work of Operational Partnership Teams will be embedded in the new working model
- Reduction to 3 public access points

Stowmarket will function as an emergency response base. It will also become a safer neighbourhood team base. However, it will no longer provide a public access point.

Emergency Response Teams

- Their role will be to manage emergency calls 24/7
- To effectively manage threat, harm, and risk
- To conduct initial investigations and manage those which have a quick resolution
- They will attend to emergency calls requiring a rapid response
- Attend road traffic collisions
- Search for 'high risk' missing people
- Respond to reports of violent crime
- Care for victims and witnesses
- Gather evidence
- Carry out initial investigations into crime and anti-social behaviour

Suffolk Constabulary Requires Improvement

Her Majesty's Inspectorate of Constabulary (HMIC) examined how forces respond to, and safeguard, those who are vulnerable in some way, with a focus on missing and absent children, victims of domestic abuse, and how well prepared they are to tackle child sexual exploitation. Suffolk Constabulary was rated as 'Requires Improvement'. 'The force generally provides a good service to vulnerable victims such as children at risk of harm, and victims of domestic abuse, although there are

areas for improvement. However, the force needs to do more to ensure that it provides a consistent and co-ordinated response to missing and absent children.'

BROADBAND SECOND ROUND PROVISION

Suffolk C.C. reports that the second round of 'Superfast Broadband' is ahead of schedule. The aim is to extend coverage to 95% of Suffolk premises by 2019. Details of coverage up until September 2016 can be found on betterbroadbandsuffolk.com. Providing broadband by satellite has been trialled over the last few months. It is intended as an interim solution for businesses and homes that currently get less than 2 Mbps and are not included in the current planned coverage of the next 12 months. Eligible people can now apply for a voucher to cover initial installation and commissioning costs of a satellite broadband receiver. A guide and application form can be found at the website address shown above.

DEVOLUTION BRIEFING

Joint proposals will continue to be worked on with completion anticipated in the New Year. Leaders of Norfolk and Suffolk Councils agreed to start a dialogue with Cambridgeshire with a view to working in closer collaboration and consensus. The intention now is to broaden the discussions by arranging meetings with councillors at venues in the county during March.

ANGLIAN WATER WORKS B1078

Highways report that they are aware of two road closures booked to run from the 11th January to the 12th February covering the B1078 from the junction of Parsons Lane to the junction of Battisford Road and covering Barking Hill. These are still going ahead.

The rest of the works, which would have taken the pipe along The Tye, will not start until permission is granted from The Secretary of State. S.C.C.'s Network Assurance will be notified as to when the works are to start again, as traffic lights will still be needed on Barking Road while the pipe is being laid on The Tye.

Appendix 2

To follow

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