

## Ilketshall St. Andrew Parish Council

Minutes of the meeting of 4 November 2019 held at the Parish Hall, 7.30 p.m.

### **1. Welcome.**

Four Parish Councillors (Gerald Godfrey (GG), Chris Bromley (CB), Jacqui Harrison (JH) and Rod Apps (RA) were present. There were four members of the public present (Lea Ingham, Chris Roberts, John Bedwell and Adrian Sampson).

### **2. Apologies for absence.**

There were apologies for absence from Andy Spinks

### **3. Minutes.**

The Minutes of the meeting of 7 October 2019 were accepted.

It was noted that Under Item 4, the reference to the Phoenix Birds of Prey Rescue possibility of releasing tawny owls should have been to spring 2020, and not to spring 2019.

### **4. Matters Arising from Minutes of 7 October 2019.**

Item 5a. Planning Application for the Methodist Chapel. It was noted that a response had been sent to Craig Beech confirming that the Parish Council had no intention of purchasing the Chapel.

Item 5b. Planning Application for the Old Butcher's Arms. It was noted that an e-mail had been sent to Ms. Van de Pieterman. It was noted that there had not been any response to the e-mail. It was noted that a 5-bar gate had been erected recently (probably on 4 November 2019) at the unauthorised access between the Methodist Chapel and the house. Rod Apps agreed to write a further e-mail to Ms. Van de Pieterman noting that there was no response, and alerting her to the construction of the 5-bar gate. The e-mail should be copied into Ian Robertson, the Area Planning & Enforcement Officer for the area.

[Action: RA]

Item 5c. Planning Application for Bridge Cottage. It was noted that this Planning Application had been rejected, seemingly on the basis that it was inconsistent with the local plan which is not supportive of new isolated dwellings in the countryside (e-mail from Ian Robertson refers). Adrian Sampson noted that an alternative proposal would be pursued shortly.

Item 6. It was noted that Rod Apps had examined the insurance arrangements for the Parish Council, and believed that they were appropriate and adequate.

Item 6. Rod Apps confirmed that the Parish Council had now signed up for a 3-year commitment for the insurance.

Item 6. Gerald Godfrey confirmed that the silver cup had been located, and it was suggested that it would be worth considering re-activating it as an annual prize for the 'best garden' or similar.

Item 7. The Vehicle Activated Sign is due for consideration under Item 5 below.

Item 10. Roo Lee's nomination as Director of the Land Management Company had been forwarded to the Land Management Company.

Item 11. Code of Conduct for the Parish Council. Rod Apps had not been able to locate any mention of a Code of Conduct amongst the documentation passed to him, but will do some investigation as to what is required and pursue matters accordingly.

[Action: RA]

## **5. Vehicle Activated Sign**

A sheet of summary statistics relating to the two sitings of the Vehicle Activated Sign were circulated. The sign had been positioned on Top Road on the side of the road going towards the main road between 12 September 12 October 2019, and then on the side of the road coming from the main road between 14 October and 2 November 2019. It was noted that there had been two instances where the sign had recorded speeds of 65 mph (the sign records speeds at 5mph intervals), along with other instances of 60 mph, and many of 50mph+. The 85<sup>th</sup> percentile speed was 34mph, meaning that 85% of vehicles were driving at 34mph or less. Around 35% of vehicles were exceeding the speed limit of 30mph.

There was a discussion around the possibility of speed cameras being used to provide additional deterrence to speeding. It was agreed that following the installation of the VAS for a further period (following its return from Ringsfield & Weston), when there would be another set of statistics and it could be seen whether there had been any lowering of speeds, investigations would be undertaken regarding getting a speed camera installed or located temporarily. It was also agreed that some summary statistics would be published in the Village Newsletter.

[Action: RA]

## **6. Finance.**

There was a discussion around the precept for the Parish for 2020-2021.

An e-mail had been received concerning the precept for 2020/21, noting that East Suffolk Council was anticipating a slight decrease in the tax base for Ilketshall St. Andrew will be 110.89 Band D equivalent properties. If the precept requirement was to be the same as for the current year (i.e. £2,006.47) this would result in a charge of £18.09 for a Band D property, corresponding to a 2.20% change in that element of the Council Tax bills, The Parish Council could alternatively keep the tax charge the same for 2020/21 (i.e. £17.70) resulting in a zero percent change in the Parish element of the Council Tax bill and resulting in a precept of £1,962.75.

The Parish Council decided to keep the precept the same (£2,006.47) with the implication that the Parish element of the Council Tax charge would rise to £18.09 for a Band D property.

[Action: RA]

Rod Apps had paid the insurance premium for October 2019-2020, and a cheque was therefore written to him for reimbursement. The sum was £286.75.

## **7. e-mails received**

An e-mail had been received earlier on 4 November from Judy Cloke, who had been elected in May (along with David Ritchie) as District Councillor for the ward including Ilketshall St. Andrew. She expressed a desire to attend a meeting of the Parish Council to introduce herself and to meet Councillors. Given that the e-mail had not been received until earlier in the day, it was too late to notify her of this meeting, but Rod Apps undertook to notify her of the dates of future meetings.

[Action: RA]

## **8. Any other business**

Rod Apps reported on where he had got to regarding a website for the Parish Council. Both the Parish Council and the Land Management Company were agreed that (separate) websites would be appropriate. Chris Roberts had identified a business in Bungay (tiagrace.co.uk) which creates and maintains website for clients. They have proposed an arrangement whereby for a monthly fee of £25 they would deal with any updates to the website, whether they

come via e-mail, phone, text messaging conventional mail, or dropping it off with them. Included in the price would be the annual domain name renewal, hosting fees, email accounts, search engine optimisation, updating, page additions and upgraded websites when they become outdated. There would be a one-off fee for updating the website of £300. One advantage of this approach would be that the system would not be dependent on any individual within the Parish Council having the ability to manage the website, and a range of people could be responsible for sending material to the website manager to update the website when necessary and appropriate.

Adrian Sampson provided information about a business – also in Bungay – that he used, that charged £400 to create the website and £100 per year to manage. It was noted that this business was a one-person business. Adrian Sampson undertook to send details to Rod Apps, who would investigate further, and take decisions appropriately.

[Action: RA, Adrian Sampson]

**10. Date of next meeting**

Monday 2 December 2019, 7.30 p.m. Village Hall.

The meeting closed at 8.18 p.m.