

# Ilketshall St. Andrew Parish Council

Minutes of the meeting of 7 October 2019 held at the Parish Hall, 7.30 p.m.

## **1. Welcome.**

The 5 Parish Councillors (Gerald Godfrey (GG), Chris Bromley (CB), Andy Spinks (AS), Jacqui Harrison (JH) and Rod Apps (RA) were present. There were two members of the public present (Lea Ingham and Paul Birkin).

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

There were no apologies for absence.

## **3. Minutes.**

The Minutes of the meeting of 2 September 2019 were accepted.

## **4. Matters Arising from Minutes of 2 September 2019.**

Item 4. Phoenix Birds of Prey Rescue event, 22 September 2019. Approximately 32 people attended this event, with the consensus that it was an excellent event. The suggestion (at the event) was that there should be an effort to identify a number of suitable sites for releasing rescued tawny owls near to the Commons, from spring 2019 onwards. These sites would be in people's gardens rather than on the Commons themselves.

Item 5. Planning Application, Old Butcher's Arms. It was noted that a response to this planning application had been sent, as agreed by the Parish Council. See Item 5 below also.

Item 7. It was noted that the fee for the Uncontested Election of May 2019 had been paid.

Item 10. It was noted that a letter had been sent to Jeanette Boon.

There was a discussion around the repair to the notice board that had been knocked down.

The agreement reached was that members of the Parish Council and others would repair and re-install the notice board, and there would be no claim on the insurance. The problem with an insurance claim is that the Parish Council would have to pay the first £100 excess in any event, and it was likely that the cost would be significantly less than £100.

## **5. Planning Application – Old Butcher's Arms, DC/19/3105/FUL**

a) Methodist Chapel, Tooks Common Lane, DC/19/3521/FUL. An e-mail had been received from a Craig Beech, of Beech Architects, asking the Parish Council to confirm that it had no intention of purchasing the Chapel for a community facility, should it come onto the market. As a consequence of already having the Church and the Village Hall, the Parish Council concluded that it would not want to purchase the chapel as a community facility, and in any event would not have the funds to do so. The Parish Council agreed that a response to this effect should be sent to Craig Beech.

[Action: RA]

b) Old Butcher's Arms, Tooks Common Lane, DC/19/3105/FUL. An e-mail had been received from a Ms. Melanie Van de Pieterman of Easdt Suffolk Council Planning Department. The purpose of this e-mail appeared to be to reassure the Parish Council that the proposed development of an equestrian menage would be solely for the purposes of the applicant and her daughter, that there would be no employees (except during the construction of the facility), and that any lighting would not be intrusive. This e-mail did not reassure the Parish Council; the Council concluded that it was a very large facility, and that even if initially it was to be used

solely by the applicant and her daughter, involving just 2 horses, the size of the facility (5 stables plus other infrastructure, in addition to the very large area) would make it very amenable to business use by a subsequent owner. The experience of other equestrian menages within the village was that the lighting **was** likely to intrusive. The Parish Council agreed that a response summarising these points should be sent to Ms. Van de Pieterman.

[Action: RA]

c) Bridge Cottage, Little Beck Farm, DC/19/2784/FUL

This application had arrived very shortly after the last meeting of the Parish Council on 2 September 2019. The Parish Council had agreed, via an e-mail conversation, a positive response to the proposal, and this was duly sent.

## **6. Insurance Arrangements for the Parish Council.**

Since the meeting of the Parish Council on 2<sup>nd</sup>. September, the Parish Council had received notification of the expiry of the current insurance on 30<sup>th</sup> September, and an invitation to purchase replacement insurance (from a different company) for slightly less cost. As a consequence of an e-mail discussion prior to the meeting on 7 October, the Parish Council agreed that it should purchase the replacement insurance.

There was discussion (at the meeting of 7th October) of the appropriateness and adequacy of the insurance arrangements. RA undertook to examine the policy, and in particular to ensure alignment between the assets of the Parish Council and the provisions of the insurance policy. Particular attention needed to be paid to the equipment in the playground.

[Action: RA]

The Parish Council also discussed whether to opt for a one-year commitment, or for a 3-year 'Long Term Undertaking'. The advantage of the 3-year commitment was that there was a 5% discount (relative to the price of a 1-year policy), in addition to an assurance that the cost of the cover would not increase during those 3 years. The Parish Council agreed that it should opt for the 3-year commitment.

[Action: RA]

It was noted that included in the insurance schedule was a silver cup, which was the prize associated with an annual ploughing match. Gerald Godfrey undertook to confirm the current location of this item.

[Action: GG]

## **7. Vehicle Activated Sign.**

It was noted that the Vehicle Activated sign had been transferred from Ringsfield and Weston, and that it had been installed at one of the two sites on Top Road on 22 September. The sign would be taken down, the data downloaded, and then installed on the second site on Top Road after approximately 3 weeks, for a spell of (again), approximately 3 weeks.

[Action: RA]

Some replacement securing clips of the correct size, along with 3 padlocks, had been purchased to secure the installation.

## **8. Finance.**

It was noted that the second instalment, of £1,003.23, of the precept had been paid into the Parish Council bank account.

A cheque was written for £264.17 to RA as reimbursement for the cost of the Data Protection Fee, payment of the balance owing to Ringsfield and Weston Parish Council in relation to the VAS, the fee for the Uncontested Election of May 2019, and the purchase of additional securing clips and padlocks for the VAS.

**9. Minutes from meeting of Board of Directors, Land Management Company, July 2019.**

The Minutes of the Board meeting of the LMC for July 2019 were received and noted. There was a discussion around the financial position of the LMC, and in particular the investment of some of the assets in interest-bearing accounts in order to offset the impact of inflation. With assets of approximately £60,000 and inflation in the UK running at around 2.5%, the impact of inflation would be to reduce the real spending power of the £60,000 by some £1,500 per year. The LMC has taken the position that it is appropriate to seek to protect the value of its assets by not leaving all its funds in non-interest bearing accounts. Given that the deposits that the LMC have made are covered by the Financial Services Compensation Scheme, there is no increase in risk as a consequence of taking this action.

**10. Appointment of Director of the Land Management Company, representing the parishioners of Ilketshall St. Andrew and Ilketshall St. John.**

It was noted that there had been just one expression of interest in the vacancy on the Board of Directors of the Land Management Company, from Roo Lee of Ilketshall St. John. The Parish Council, in conjunction with the representative from Ilketshall St. John (Paul Birkin) duly nominated Roo Lee to be a Director. RA undertook to communicate the nomination to the Land Management Company, and also to communicate the decision to Roo Lee.

[Action: RA]

**11. e-mails received**

One of the e-mails received referred to co-opted Committee members. That e-mail referred to Parish Councils needing to have a Code of Conduct, under the terms of the 2011 Localism Act. No Parish Council member was aware of any prevailing Code of Conduct, and therefore Rod Apps undertook to examine documentation to see if any such Code of Conduct exists.

[Action: RA]

It was noted that there was due to be an Energy Event on 11<sup>th</sup> December in Bungay, and it was agreed that this was probably worth publicising within the village.

It was noted that there was an e-mail saying that there was due to be a meeting in the Village Hall on 11 November of the Village Community Partnership, but no member of the Parish Council had any awareness of this.

**12. Any other business**

The meeting closed at 8.36 p.m.

**10. Date of next meeting**

Monday 4 November 2019, 7.30 p.m. Village Hall.