

BURSTALL PARISH COUNCIL

Minutes of the Parish Council Meeting held on 7 November 2022 at 7.30pm

Present: Cllr Gasper (Chair), Cllr Cooper (Vice-Chair), Cllr Fiske, Cllr Godfrey, Cllr Kerrison, Cllr K. Raby, Cllr L. Raby, Cllr Rawlings

In attendance: Mrs S Frankis, Clerk & RFO to Burstall Parish Council
County Cllr, C Hudson
District Cllr, D Busby

The meeting was chaired by Cllr Gasper.

Cllr Gasper advised that as a mark of respect, the September Parish Council meeting, scheduled to be held during the period of mourning, following the passing of Her Majesty Queen Elizabeth II, was cancelled.

233 APOLOGIES: to RECEIVE and APPROVE Apologies for Absence

Apologies were received from Cllr Fordham for his absence to a personal commitment. The Council unanimously agreed to approve the apologies received.

234 DISPENSATIONS: to RECEIVE Declarations of Interest and/or to APPROVE such Dispensation Requests

Cllr Fiske declared an interest in the agenda item for planning.

No dispensation requests were received.

235 COMMENTS: to RECEIVE Comments from Residents of the Parish on Current Agenda Items

None were received.

236 REPORTS: to RECEIVE the Reports of the County and District Councillors

A report had been received from County Cllr Hudson prior to the meeting and circulated to the Council; the report has been published on the Parish Council website.

Cllr Hudson advised he has submitted a request for the Suffolk County Council (SCC) application for the development of a sand and gravel extraction quarry at Belstead be 'called-in' for determination, so bringing about an opportunity for debate.

Cllr Cooper arrived at the meeting.

Cllr Hudson advised that for Openreach to expand their broadband provision, they need to undertake works along West View Abbey Oaks, Sproughton; a wayleave will be required.

Cllr Fiske expressed concerns that despite historical assurances that school transport would be provided and subsidised for the pupils and students of Burstall, the scheme has been phased out. The nearest school to Burstall, as the crow flies, is Hintlesham but is totally inaccessible without school transport.

The Parish Council asked that SCC Highways undertakes joined-up thinking when closing roads and to not close Burstall Lane at the same time as the A1071 again; recent joint closures, for a period of four days, led to chaos, resulting in two accidents, one of which was serious.

A report had been received from District Cllr Busby prior to the meeting and circulated to the Council prior to the meeting.

Cllr Busby advised that the former Babergh District Council (BDC) headquarters, at Corks Lane, Hadleigh has now been demolished and development has begun.

He advised there is now likely to be a £2m deficit in the BDC budget going forward, this is despite his report at the July 2022 meeting.

Cllr Gasper asked if Cllr Busby had taken forward the Burstall Parish Council request for a new BDC Energy Policy at the BDC Policy/Strategy meeting, held on 13 July 2022; Cllr Busby confirmed he had taken the request forward.

The Parish Council asked Cllr Hudson to register its concerns regarding the SCC policy on school transport.

237 MINUTES: to RECEIVE and CONFIRM the Minutes of the Parish Council Meeting held on 11 July 2022

The minutes of the Parish Council meeting held on 11 July 2022, having been circulated to the Council prior to the meeting, were confirmed as an accurate record of the meeting.

238 MATTERS ARISING: to CONSIDER Matters Arising from the Minutes of the Parish Council Meeting held on 11 July 2022

There were no outstanding matters to consider.

239 PLANNING: to CONSIDER Planning Applications, including Application Number DC/21/04711 and to NOTE any Planning Decisions

The Parish Council thanked Cllr Godfrey for preparing and working on the Enso response.

Cllr Godfrey has drafted a first response to application number DC/21/04711 (the EDF proposal); he advised that arguments against the proposal remain the same for the Parish Council.

Cllr Fiske declared an interest in the National Grid Bramford to Twinstead network reinforcement proposals; part of the proposed pylon route would be over his land. He advised that he has submitted his objections to the proposals.

Cllr Hudson and Cllr Busby left the meeting.

240 FINANCE:

(i) to APPROVE Payments

The Council unanimously approved the following payments:

21. Mr S Fordham, jubilee celebrations	LGA 1972, s139	£24.87
22. Mr K Raby, jubilee celebrations	LGA 1972, s139	£19.48
23. Mrs A Day, jubilee celebrations	LGA 1972, s139	£155.34
24. Mrs S Frankis, HP ink July 2022	LGA 1972, s139	£2.99
25. Information Commissioner's Office	LGA 1972, s139	£35.00
26. Mrs S Frankis, July salary	LGA 1972, ss101,111,112	£181.32
27. Mrs S Frankis, HP ink August 2022	LGA 1972, s139	£2.49
28. Suffolk.cloud, web host	LGA 1972, s139	£120.00
29. Mrs S Frankis, August salary	LGA 1972, ss101,111,112	£66.67
30. Mrs S Frankis, HP ink Sept. 2022	LGA 1972, s139	£2.49
31. Mrs S Frankis, HP ink Aug. & Sept. VAT	LGA 1972, s139	£1.00

32. Suffolk.cloud, website amendment	LGA 1972, s139	£30.00
33. JAK Services, invoice 1903	LGA 1972, s139	£53.29
34. Mrs S Frankis, September salary	LGA 1972, ss101,111,112	£144.81
35. Mrs S Frankis, HP ink October 2022	LGA 1972, s139	£2.99

(ii) to AGREE the July, August, September and October 2022 Budget and Precept Reports

The July, August, September and October 2022 Budget and Precept Reports, including the bank statement balances, having been circulated to the Council prior to the meeting, were agreed. The bank statement balances had been verified by Cllr Kerrison.

(iii) to CONSIDER and AGREE the 2023-24 Budget and Precept

A draft 2023-24 budget and precept had been circulated to the Council prior to the meeting; the 2023-24 budget and precept will be set at the January 2023 meeting.

(iv) CPRE MEMBERSHIP RENEWAL

The Council unanimously agreed to renew the CPRE membership and to make a membership donation of £50.00.

ACTION: The Clerk is to renew the CPRE membership.

241 ROLES AND RESPONSIBILITIES

(i) to APPOINT a Councillor to Assist Cllr Kerrison as an Initial Reviewer of Planning Applications
Cllr Rawlings agreed to assist Cllr Kerrison as an initial reviewer of planning applications.

(ii) Village Hall Liaison Councillor

Cllr Cooper and Cllr K Raby agreed to undertake the role of village hall liaison councillors.

242 VILLAGE GRASS CUTTING CONTRACTOR

The Parish Council had received notification from JAK Services, on 30 September 2022, that the business had been terminated with immediate effect.

ACTION: Cllr Cooper is to post details of the vacancy on the village WhatsApp group.

243 STANDING ORDERS: to ADOPT Revised and Updated Version

The Council unanimously agreed to adopt the revised and updated Standing Orders, as circulated to the Council prior to the meeting.

244 To ADOPT an Updated Records Management and Document Retention Policy:

The Council unanimously agreed to adopt the revised and updated Records Management and Document Retention Policy, as circulated to the Council prior to the meeting.

245 To AGREE to Sign the SLCC / NALC 'Civility and Respect' Pledge

The Council unanimously agreed to sign the SLCC / NALC 'Civility and Respect' pledge.

ACTION: The Clerk is to sign the SLCC / NALC 'Civility and Respect' pledge, on behalf of the Parish Council.

246 To ADOPT a 'Dignity at Work' Policy

The Council unanimously agreed to adopt the Burstall Parish Council 'Dignity at Work' policy, as circulated to the Council, prior to the meeting.

246 SPROUGHTON BURIAL GROUND COMMITTEE: to RECEIVE Update on Request for Meeting
Sproughton Parish Council had asked for the names of the councillors to be co-opted to the Burial Ground Committee. The Council unanimously agreed to put forward Cllr Cooper, Cllr K Raby and Cllr L Raby.

247 NEXT MEETING

The next meeting of the Parish Council will be held at 7.30pm, on 9 January 2023 at Burstall Village Hall.

248 To CONSIDER Matters Raised by Members

Cllr L Raby advised that she had been unable to source a painter to undertake the works to the exterior of the B.T. box.

ACTION: The Clerk is to contact a contractor who refurbished the Coddendam Parish Council B.T. box.

Cllr L Raby raised concerns regarding the increasing number of regular HGV movements through the village and asked if it would be prudent to ask SCC to install appropriate signage. The Council considered it would be unlikely that SCC would fund a new scheme.

Cllr Kerrison left the meeting.

The Clerk suggested the Parish Council approach SCC Trading Standards to ask if it could join their Lorrywatch scheme. Cllr L Raby agreed to coordinate the scheme, if the Parish Council were successful in joining.

ACTION: The Clerk is to contact SCC Trading Standards to enquire if Burstall Parish Council could join the Lorrywatch scheme.

There being no other business, the meeting was closed at 20:57.

Signed

Date

Sue Frankis, Clerk to the Parish of Burstall, 24 Church Crescent, Sproughton IP8 3BJ

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