

## MARKET WESTON PARISH COUNCIL

Minutes of the Market Weston Parish Council Meeting held on Thursday 26<sup>th</sup> September 2024 at 7.00pm in Market Weston Village Hall.

Present: Cllrs: M Martin, P Barham, D Fulcher & SCC J Spicer. Cllr A Hall arrived partway through the meeting.

### **1. Co-option of new Parish Councillor**

N/A

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

Apologies for absence were received and accepted by the Councillors, for Cllr P Freeman & WSDC C Bull.

### **3. Members Declarations of Interest and Dispensations:**

3.1 To receive declarations of interest from councillors on items on the agenda. None.

3.2 To receive written requests for dispensations for disclosable pecuniary interests. None.

3.3 To grant dispensations as appropriate under Section 33 of the Localism Act. N/A

**4. Minutes** - The minutes of the Thursday 23<sup>rd</sup> July Parish Council meeting were agreed and approved as a correct record.

### **5. Meeting open to the public**

None present.

### **6. Report from Suffolk County Councillor:** J Spicer

Cllr Spicer asked to be kept up to date with any reports of flooding in the village. Cllr Spicer suggested that the Clerk speak to Claire Dickson, Operations Manager, Rights of Way and Access about the damaged footpath sign in New Common Road. The Clerk has a meeting with Mrs Dickson and will discuss the issue with her. Cllr Spicer reported that the finger post on bury road, on the Market Weston junction, is to be replaced from her signing fund. **Action Clerk**

### **7. Report from west Suffolk District Council Councillor (WSDC):** C Bull

Cllr Bull was unable to attend the meeting and sent her apologies.

### **8. Progress reports. For information, from:**

#### **8. Chairman**

The Chairman had no additional report to make.

#### **9. Clerk:**

9.1 To confirm arrangements for .gov website domain name and associated email address.

This matter is in hand, and we are awaiting confirmation from the hosts, Freethought, via Community Action Suffolk. **Action Clerk**

9.2 To receive feedback on Breakthrough Communications Training Workshop.

The Clerk attended a Communication Training Workshop. This was a very helpful training session with some useful tips on how to communicate well and appropriately with others.

9.3 To discuss options to attend Chief and PCC host meetings.

The Clerk was hoping to attend one of the Police and Crime Commissioners meetings.

Unfortunately, none of the dates were suitable.

9.4 West Suffolk Area Forum, 8<sup>th</sup> October at Haverhill Arts Centre, The Clerk is planning to attend.

**Action Clerk**

9.5 The Clerk will attend the Streetlight briefing and Introduction to Rural and Community-Led Housing free events, on behalf of all her Parishes. **Action Clerk**

9.6 To receive feedback on any energy costs associated with the defibrillator at the Village Hall. We have been advised, via Community Heartbeat that the electricity usage, of the case, is very low typically. It would probably be between £5 and £10 year per year, depending on our electricity provider. To be on the safe side they would suggest allowing a £20 allowance for the electricity use per year. This amount was included in the grant amount for the Village Hall. **Action Clerk**

9.7 Buses. To receive update on reduction to local bus services and actions being taken. The Clerk attended the first Save Our Busses task group meeting held in Bardwell on Monday 9th September. The old bus service, provided by Simonds stopped operating on the 1<sup>st</sup> of September. This means that Market Weston will see a reduction in services with the 337 and 338 being withdrawn. Due in the main to intervention by Cllr Spicer, a temporary service has been set up. This new 73 route only offers a morning service in to Bury, and one afternoon return, and is only temporary. There is a need to get an application in for funding, for a new permanent solution as the temporary bus service, currently serving Market Weston, is only being run until the end of December 2024. Members of the task force have taken on various actions and have been asked to feed back to the group in the next two weeks. In addition to the loss of a regular bus service to Bury St Edmunds for shopping and appointments, post 16 students that rely on public transport to get to Abbeygate sixth form and West Suffolk College could find themselves badly affected. Cllr Fulcher will produce a flyer, to be delivered to all the residents in the parish to find out how this reduction in service could affect those who use, or plan to use the service in the future. This information will also be fed back to the task group. **Action Cllr Fulcher/Clerk**

## **10. The Green/Play area report**

10.1 to receive an update on the continuing maintenance of The Green, including any update on the use of the new mower, the purchase of fuel and associated items for storage and the status of the old mower.

The new mower is working well, and it is great that more people are now able to get involved with the cutting of the Green. Cllr Barham organised the purchase of some fuel containers and safety equipment. Cllr Fulcher has purchased a new alarm for the shed and seat cover. The old mower is still awaiting repair. This matter will be reviewed at the January meeting. **Action Clerk**

## **11. Highway matters**

11.1 To discuss any highways issues.

11.2 To receive any update on potential Vehicle Activated Sign (VAS) project.

Cllr Freeman was unable to attend the meeting. The letters have been delivered to the residents close to the proposed sites and they have all confirmed that they are happy to have the device located near their homes, if the project goes ahead. Cllr Freeman and the Clerk will continue to pursue this project and will submit an application to the Suffolk County Council Speed team, to see if permission, to site a device at the locations identified, is possible.

**Action Cllr Freeman/Clerk**

11.3 To receive any update on footpath signage.

See under item 6, Report from SCCC J Spicer.

11.4 To discuss option for Highways Community Help training.

SCC provided some more dates for the self-help training. Unfortunately, these were unsuitable for Cllr Barham, who is looking to undertake the training. We will continue to pursue this with SCC.

11.5 To receive information regarding concerns raised over overgrown hedges in hollow Lane. A resident in the village contacted the Clerk to raise concerns over overgrown hedges in Hollow lane. The Clerk passed on details on how to report via the SCC portal. They have done this: Report number and details below. 487796. 'The hedge on the eastern side of the road is grossly overgrown along most of the length of Hollow Lane, leading to encroachment of the verge over the tarmac on that side, and pushing traffic to the other side of the lane, damaging and eroding the edge of the tarmac'

**12. Finance.**

12.1 To consider payments and note any receipts. To include grant to MWVH and MWPCC.

Various	Admin	-£223.02
Gallagher	Insurance	-£409.88
Fuel	The Green	-£14.47
Eye wash kit	The Green	-£17.99
Safety signage	The Green	-£1.99
Various	Admin	-£421.33
Shed alarm	The Green	-£75.44
Various	Admin	-£113.20
MWVH	Grant	-£320.00
MWPCC	Grant	-£350.00
Fuel containers	The Green	-£32.28
Fuel	The Green	-£27.24

12.2 Bank reconciliation, budget report and accounts update

The Clerk provided a Bank reconciliation, schedule of payments and budget report for the Councilors' information.

12.3 Budget 2025/26 To consider items for inclusion.

The Clerk provided the Councillors with some information to inform the budget / Precept discussion/agreement for the November meeting.

12.4 10.4 To confirm receipt of notification of exempt status from PKF Littlejohn and confirmation of further works required to fulfil compliance with Transparency Code regulations.

The Clerk has carried out all the works required to ensure compliance with the Parish Councils Transparency Code obligations.

12.5 To receive update on switch to Unity Bank.

The Clerk is still waiting for identification information from some of the Councillors. She will resend the ID requirement list again to aid this.

**Action Clerk**

**13. Planning Matters** to include any applications/decisions received since the agenda was posted.

13.1 DC/24/1039/LB listed building consent - a. replacement door to rear elevation b. brickwork to replace flint on rear elevation Location Chapel Cottage Church Road Market Weston. The Parish Council raised **no objections** to this application.

13.2 Barningham Parish Council, Neighbourhood Plan option to comment.

Following a discussion about the potential impact that Barningham Parish Councils Neighbourhood plan might have on Market Weston, it was agreed that we had no comments or objections to make.

**14. Councillors reports and items for future agenda**

There were no additional items to include.

**15. Correspondence for information**

15.1 Norfolk Museums Service, information on the Heritage Collective. Circulated.

15.2 WSDC, notification of annual canvass process to update the electoral. Circulated.

15.3 WSDC Leisure Centre Consultation, circulated.

15.4 WSDC Update on Draft Housing, Homelessness and Rough Sleeping Strategy. Circulated.

15.5 WSDC information on **Preventing** Radicalisation, Responsible venue hire training shared with Village Hall representative.

15.6 Suffolk County Council's Legal Action to Challenge Sunnica Compensation Withdrawn, some confusion, SALC informed

**16. Aide memoire**

16.1 Tree planting project, Cllr Hall.

16.2 Flooding issues, Cllr Hall.

**17. Date of next meeting: 21<sup>st</sup> November 2024 7pm in the Village Hall**

**18. To consider the exclusion of the public and press in the public interest for consideration of the following items:**

18.1 Personnel Issues. To discuss possible increase in Clerks hours.

After discussion, it was agreed to increase the Clerk's weekly hours from the current 3 hours and 45 minutes to 5 hours. The Clerk appreciates the impact this increase will have on the budget but felt that, unfortunately, the growing workload—due to both gradual increases over the years and heightened legal and governance requirements—makes it impossible to meet the expected standards within the current time allocation.

18.2 Legal Issues. None.