

## MARKET WESTON PARISH COUNCIL

Minutes of Market Weston Parish Council meeting held on Thursday 17<sup>th</sup> September 2020  
7:30pm Via Zoom

**Present:** Cllrs: D Fulcher, A Hall, J French, M Martin, W.S Cllr Bull, C. Cllr J Spicer plus 2 members of the public.

1. **Apologies for absence** Cllrs J Loden

2. **Vacancy following resignation of Spencer Allen**

The Government has passed The Coronavirus Act 2020. This has postponed all polls, including by-elections, to 6 May 2021. They have indicated that the situation will be kept under review and if safe to do so, further legislation will be laid that will permit by-elections and referendums sooner than 6 May 2021.

In accordance with the latest advice from the Electoral Commission, the Association of Electoral Administrators (AEA) and the National Association of Local Councils (NALC), West Suffolk are now publishing Notices of Vacancy for all casual vacancies which arise within their area. The notice advises if any poll is called for by the electorate then it will be held on 6 May 2021, or sooner if the public health situation and the Government passes legislation allowing elections to be held. We are being advised to advertise the vacancy on the website so that it can be seen by all.

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

3.1 To receive declarations of interest from councillors on items on the agenda. Cllr Martin declared an interest in item 11.2 on the agenda

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. None

4. **Minutes** - Minutes of Thursday 16<sup>th</sup> July 2020 meeting agreed and signed as a correct Record.

5. **Meeting open to the public**

Guy Hatten discovered that someone had dumped two dead garden shrubs on the waste plant heap on the Green. (The largest one was four feet six inches tall!) Mr Hatten takes a great deal of time and trouble, at no expense to the village, keeping the green looking so good. He even whenever possible, puts the village green hedge trimmings in his own brown bin in order to keep The Greens rubbish heap as small as possible. The dumping of garden waste on The Green is in fact fly tipping and will not be tolerated. The Parish Council will take action if anybody is found dumping waste in this manner again.

6. **Report from County Councillor:**

6.1 **Potential flooding B1111**

Cllr Spicer has discussed this matter with SCC Highways. It is still difficult to get officers out on site at the moment. The concern reported by the farmer is, that the pipe under the road is blocked and water backing up into his field land drainage pipes during wet weather, will cause the pipes to blow, flooding the field and causing damage to the crops and drainage system. Once the pipes blow, the system of pipes has to be completely re-laid and not just the blown pipes repaired, at considerable expense. Cllr Spicer asked if there are any photographs of the B1111 flooding there for any signs of flooding and the Clerk will ask if Guy Hatten has any photos he could as this evidence would help support the case. Cllr Fulcher will keep an eye on the road share.

**Action Cllr Fulcher/Clerk**

## **6.2 SCC tree planting initiative.**

Cllr Spicer was hoping to have more information on the SCC planting scheme, previously discussed, by now. She will chase this up. Cllr Hall is very keen to look at a project with Oak England for Market Weston to plant some more trees in the village. C.Cllr Spicer and Cllr Hall with both look into this matter further and report back at the next meeting. The Parish Council would need to consider a number of factors before a decision was made. These would include looking at land ownership and the ongoing maintenance of such a scheme. All the councillors will think about where in the village a suitable spot may be.

**Action Cllr Spicer/Hall/All**

## **6.3 Boundary review**

There is currently draft recommendations for changes to the boundaries for Suffolk County Council. However, as consultation requirements were not possible during the worst of Covid19 the Boundary Committee have determined that they will not come in to force until May 2025 elections (not the May 2021 SCC election). There is no proposed changes to the Blackbourn Ward. The Clerk will write in support of this proposal.

**Action Clerk**

## **7. Report from West Suffolk Councillor: C Bull**

### **7.1 Liberty House**

The appeal is in the hands of the inspectorate and we are awaiting a decision. Cllr Bull has discussed the attenuation fence - which has been built of brick rather than wood, and at a lesser height- with planning. The occupants have been asked, in writing, to put in a new application. Although residents thought that the brick acted as 'echo chamber' it was understood that public health would have no objection to the change, because it was thicker and therefore should deflect sound better. There was considerable frustration surrounding the process of retrospective applications. These however are allowed in law and West Suffolk Councils is bound by the law.

### **7.2 Possible planning breach.**

Planning enforcement officers visited the property on Hepworth Road to speak to the owners. There may be a retrospective application coming forward or it may be the work is being carried out under permitted development. The owners are working with the planning department on this.

## **8. Chairman's Report**

The Chairman had no report to make.

## **9. Clerks Report**

### **9.1 Website accessibility.**

The Clerk needs to do some work on the website to make it as accessible as possible for all. We also need to produce a statement of accessibility before the 23<sup>rd</sup> September. The Clerk will work on achieving this.

**Action Clerk**

### **9.2 Training, update on planning training, session 1**

The Clerk enjoyed the first 2 sessions but it was very whistle stop and she was not sure how 'user friendly' it was for those new to planning. She felt that her previous planning knowledge was definitely helpful. There are still 2 sessions to go and the information about the new government white paper will be included as an extra session, at no charge. This is proposing a change in planning laws to create zonal planning. There are 3 zonal areas: Growth, which will include things like hospitals, school etc. Renewal, urban and brown field and Protection, Greenbelt and AONB. We are not entirely sure where we fit into this currently but somewhere between Renewal and Protection is likely. The Clerk will keep the Parish Council up to date with any important developments.

**Action Clerk**

## **10. Finance.**

### **10.1 To consider payments.** To include:

Admin	£647.02
Training SALC	£30.00
insurance Came and Co	£346.34

### **10.2 Bank reconciliation and budget report.**

The Clerk provided the Councillors with an up to date bank reconciliation, a budget report and a breakdown of payments for September. The Clerk also provide some budget figures for information before the November meeting.

**Action Clerk**

### **10.3 To note data logged for the external audit 2019/20**

SF0261: Receipt of documents – notification of exempt status, 2020

PKF Littlejohn have received and logged the notification of exempt status for the year ended 31 March 2020 submitted to them for Market Weston Parish Council. By notifying them, that Market Weston Parish Council has claimed exemption there is no review to be performed and consequently no auditor certificate and report, or any other closure documentation, will be issued by them for this reporting year.

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

**11.1 DC/20/1291/HH** Two storey side extension including integral garage (demolition of existing garage) Bali Hai, Church Road, Market Weston. **No objections raised.**

**11.2 DC/20/1309/HH** Single storey side extension. Applegate Ponds End Lane Market Weston **No objections raised.**

## **12. Play area report**

### **12.1 To discuss permanent signage**

The signage, depicting Covid 19 advice when using the play area, is on order at £28.50 per sign. The Clerk will pick them up when they are ready. Cllr Fulcher will put them up.

**Action Cllr Fulcher/Clerk**

### **12.2 Rope Swings**

Following discussion it was agreed to take down the rope swings. Previously we had carried out a risk assessment, including a report from a tree specialist. However, since then we have received advice, via the monthly play area report, carried out by West Suffolk. They are recommending that the swing be removed. In light of this report, we feel we have no choice but to remove it. We understand that some residents of the village, and indeed the parish council, are disappointed that this needed to be done. Cllrs Fulcher and Hall will take the swings down.

**Action Cllrs Fulcher/Hall**

### **12.3 Weekly play area inspection.**

It was confirmed that the Councillors, on a rota, should be carrying out a weekly check, on the equipment on The Green and recording their findings on the live google form. Cllr Fulcher checks the reports. Currently some posts need to be replaced. Cllr Fulcher will inspect these.

**Action Cllr Fulcher**

A small amount of money has been found under the basket swing. Any enquiries to the Clerk please.

## **13. New residents' letter**

Spencer Allen sent the Clerk a PDF version of the new residents' letter. Unfortunately, she cannot be convert this back. Cllr Fulcher has the software to convert this back to a workable document. The Clerk will forward it to Cllr Fulcher and once converted it will be circulated to all to check for updates required.

**Action All**

**14. Market Weston United Charities**

**Request for Nomination following end of term for Guy Hatten**

Guy Hatten's term of office as a nominative trustee for Market Weston United Charities will finish on 10 November 2020. The Councillor agreed to nominate Guy Hatten for the position again. The Clerk will update the charity of the Councillors decision. **Action Clerk**

**15 Review of policies and documents**

**8.2.1 To discuss documents for review**

The Clerk is still working on the documents and will send them out for consideration soon.

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

**16.1** It was agreed that 'Councillors roles' should be an agenda item at the next meeting.

**16.2** Cllr Hall raised concerns about anti-social behaviour in the village. He reported that there was an incident recently in the village that resulted in a bottle being thrown at his house. He further reported that some residents were feeling intimidated and unsafe when out alone in the village. The matter has been reported to the police. It was requested that our Community Police Officer, Jon Gerrish be invited to attend our next meeting and the matter of security and safety be an agenda item. **Action Clerk**

**17. Correspondence for information**

**17.1** West Suffolk Council is producing a new Local Plan. Consultation from 13 October – 22 December 2020. Noted.

**18. Date of next meeting:** 19<sup>th</sup> November 2020

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

19.1 Personnel Issues. To note pay rise.

19.2 Legal Issues.