

DRINKSTONE PARISH COUNCIL

MINUTES

of an Ordinary Meeting of the Council held on
Monday 1st June 2020 via Zoom

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Present: Cllrs Edmondson, Elnaugh, Hembra, Holborn, Moss, Schofield, Selvey
Clerk & RFO Hilary Workman
SC Cllr Penny Otton (part) and two members of the public

20.06.01 **Noted:**
When apologies for absence were invited there were none.

20.06.02 **Noted:**
When Member's Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interest in subsequent Agenda items were invited, there were none.

20.06.03 Under Minute Ref. 20.05.05.1 (Planning Application DC/20/0519), Cllr Holborn questioned the inclusion of the words "where possible" at condition 7 and expressed his concern that the inclusion of those words might make the condition harder for MSDC to enforce were they to use that wording. Cllr Schofield advised that as the condition had been agreed by the meeting on 4th May, there was no scope to amend the wording of the condition.

Resolved.

That the Minutes of the Parish Council Meeting held on 4th May 2020, as tabled, be agreed as a true record.

20.06.04 **Noted:**
Correspondence to this meeting not dealt with as an Agenda item or in the Clerk's report.

4.1 SALC

4.1.1 Various updates relating to COVID 19 – *previously circulated*

4.1.2 Recovery plan questionnaire

4.2 Local Government Boundary Commission for England – previously circulated

4.3 BMSDC – update on planning service – *previously circulated*

4.4 Woolpit Parish Council – naming of lane from Green Road, Woolpit to Drinkstone (just past the junction with Deadman's lane) as Pykotts Way.

4.5 Complaints re Bonfires in Drinkstone – *previously circulated*

The meeting asked the clerk to write to the resident requesting that no further bonfires are lit due to the impact on local residents' health & well-being under COVID-19 restrictions, and a further letter to BMSDC Environmental Health team about the nuisance that the fires were causing. Cllrs noted that the bonfires might also be in breach of planning conditions.

4.6 Letter from Clare, Countess of Euston – *previously circulated*

4.7 Nexus Fostering – *previously circulated*

4.8 Fabrications North East – VE75 Commemorative Benches – the meeting asked the clerk to report back to the next meeting with costs with a view to siting one or more benches on the Cricket playing field.

20.06.05 **Noted:** That when public comment or question on any agenda items was invited, there were none.

Signed: Haslett Schofield

Date: 6/08/2020

20.06.06

Noted:

Reports to this meeting from District and County Council Ward Member Cllr Penny Otton, from Portfolio Holders or other agencies and any actions identified.

- 6.1 **Suffolk County & Mid Suffolk District Councils:** A written report (*previously circulated*) from Cllr Penny Otton, who further advised that there were over 200 small business across the district that were still eligible for small business grants.
- 6.2 **Allotments:** - A written report from Cllr Richard Edmondson (*previously circulated*), who further reported that the Youth club used to have benefactor who paid their allotment rent and asked the meeting whether, as the club no longer had this benefactor, the parish council would consider supporting the club by paying its allotment rent in future years. Cllr Schofield suggested that this might be an appropriate activity for the Parish Educational Charity to support, and that he would encourage the club to apply to the charity in future years.
The meeting agreed that the entrance gate to the Gedding Road allotment should be replaced (re-using the existing iron-mongery and posts) and the replacement cost would be refunded to Cllr Edmondson.
- 6.3 **Planning & Community Engagement:** An oral report from Cllr Elnaugh advising that a flyer inviting ideas from children of the parish for new play equipment on the Cricket had been published in the parish magazine and on the website. One response had been received so far requesting a zip wire because it was suitable for all ages! Cllr Elnaugh and the clerk would research match funding.
- 6.4 **Playing field and play equipment:** A written report from Cllr Hembra (*previously circulated*). Cllr Hembra further noted that there was the remainder of an old fence laying in ditch.
- 6.5 **Tree Warden:** An oral report from Cllr Holborn advising no issues.
- 6.6 **Phone Box & Village Hall Ctte:** An oral report from Cllr Moss who advised that work was underway to make a holder for the footpaths leaflets to be displayed in the phone box, and that the village hall was still closed and likely to be so for the foreseeable future.
- 6.7 **Footpaths & Byeways:** An oral report from Cllr Schofield advising that the majority of scheduled footpaths had had a first cut. Cllr Edmondson further reported that he had cut had cut the full length of footpath 6 including the short stretch leading to the wooden bridge where it joins footpath 8.
- 6.8 **Highways:** a written report from Cllr Selvey (*previously circulated*) who further advised that:
1. in respect of the drainage issue (flooding on The Street), he was awaiting further advice from the drainage manager at SCC. If SCC did not have responsibility for this issue, the meeting noted that the parish council would need to approach the residents to resolve the blocked drain under the road, which was causing winter flooding issues. Generally, the land owner upstream has a riparian responsibility.
 2. Five of the six applications for poles on which to mount SID equipment had been submitted. No acknowledgement had been received from SCC nor an indication of timescale for the applications to be considered. Cllr Otton kindly offered to forward a request for acknowledgement of the applications onto a named person.

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20.06.07

Noted: Clerk's report

- 7.1 That the VAT126 claim for Quarter 4 in the sum of £130.15 had been paid.
- 7.2 Cllrs considered report **DPC.20.06.01** with respect to authorising a list of due payments for the current financial year, and

Resolved

That Drinkstone Parish Council authorise for the financial year 2020-21 the due payments identified in Table 1 DPC.20.06.01.

Signed: Haslett Schofield

Date: 6/08/2020

- 7.3 Continuing membership of the following organisations, current subscriptions indicated in brackets:
 7.3.1 Community Action Suffolk (free of charge)
 7.3.2 Suffolk Association of Local Councils (£260.70)
- 7.3 That a briefing note (**DPC.20.06.02**) outlining Power for People's request that Drinkstone Parish Council support the Local Electricity Bill, would be deferred to the next meeting of the parish council.
- 7.4 That the transparency record for the financial year 2019-20 had been published on the council's website.
- 7.5 That the Parish Council's policies and procedures will be reviewed at the August meeting.

20.06.08

Noted:

The accounts for the 12 months ended 31.03.20 and the Bank Reconciliation, Cashbook and Final Accounts and Asset Register to be sent to the internal auditor, Heelis & Lodge with supporting documents.

20.06.09

Noted:

An update on progress towards moving to internet banking (**DPC 20.06.02**, *previously circulated*) and

Resolved

9.1 That former Cllrs Daphne Youngs, Sharon Rose and Moira Goldstaub be removed from the list of authorised signatories which the Parish Council's bank account holds

9.2 That a cheque be raised for the full amount in the council's existing current account to be paid into UTB to facilitate authorised payments to be made from the new current account.

20.06.10

Noted:

10.1 the following income:

	Description	£
10.1.1	Santander – Bank Interest	£1.29
10.1.2	Lloyds – Drinkstone Green Allotment – Rents	£15.00
10.2.3	HMRC VAT126 Refund	£130.15

10.2

the following payments for authorisation:

	Description	£
10.2.1	Clerk Salary period 2 2020-21	£365.23
10.2.2	HMRC Tax/NI Liability Q4 2019-20	£21.60
10.2.3	Refund to Clerk of Print Toner	£78.60
10.2.4	Top Garden Services # 14 (April Cutting)	£112.50

10.3 **Resolved**

That the expenses listed above (10.1-10.3) be authorised for payment.

10.4 To note the current account balances and reconciliation to 30 April 2020, as scheduled, and the Chairman's confirmation that they were supported by relevant Bank Statements.

Signed: Haslett Schofield

Date: 6/08/2020

- 20.06.11 **Noted:** that there were no Planning results as notified by MSDC:
- 20.06.12 **Noted:** that there had been no Planning applications notified by MSDC for comment.
- 20.06.13 **Noted:** that there were no Planning matters for information, to be noted or for inclusion on a future agenda.
- 20.06.14 **Noted:**
An update on progress towards Neighbourhood Plan. Cllr Holborn re-capped the current position:
- The Examiners report had been lodged with MSDC – The Examiner’s had noted that there were no significant or substantial alterations. The few minor changes had the effect of strengthening the plan, particularly in respect of heritage.
 - The plan was scheduled to be presented to MSDC Cabinet on 9th June for approval.
 - The plan would now go forward to a referendum, but that this would now be unlikely to take place before May 2021. MSDC would bear the cost of this and it would require 5 weeks notice.
 - The plan had effectively been approved by the Examiner and Mid Suffolk DC. It bears weight and so should be used when considering planning applications and drafting responses.
 - A referendum ready edition was ready for publication in print and on the council’s website.
- Resolved.**
To authorise up to £150 to cover the cost of printing Drinkstone Neighbourhood Plan.
- 20.06.15 **Noted:**
That when public comment or questions on any matter of Council business were invited, the following:
1. A member of the public asked whether, when the referendum did occur –it would encompass the change from village to hamlet, or whether that was a separate matter entirely. The member of public advised that he and another had objected to the change. Cllr Schofield explained that the designation as hamlet was made by MSDC who set up settlement hierarchies to inform their local plan. The comments received as part of Drinkstone PC’s NP consultation relating to the settlement designation had been sent went through to MSDC. He further advised that it was not within DPC’s scope to affect the settlement hierarchy, that this was set by planning authority as part of their emerging local plan. SC Cllr Otton confirmed that this was correct.
 2. The member of public reported that he was concerned that Drinkstone being classified as a hamlet likely to have a detrimental affect on it. Cllr Schofield confirmed that the parish council had drawn MSDC’s attention to the factual errors it had made in allocating the scores which underpinned the settlement hierarchy, as they pertained to Drinkstone.
 3. A member of the public asked why the parish council was writing a cheque to transfer the balances to the new account. The clerk advised that the parish’s current banking arrangements did not make provision for internet banking.
- 20.06.16 **Noted:**
When any other Council business for information, to be noted or for inclusion on a future agenda.

Cllr Holborn requested an update on the arrangements for registering the parish lands. Cllr Schofield confirmed that the declarations were ready to sign but had been delayed due to no solicitors having been available to witness them during the COVID-19 restrictions.

20.06.17

Noted:

That the scheduled date for the next meeting was Monday 4th August 2020 beginning at 8.00pm remotely via a Zoom Scheduled meeting (unless provisions made for meetings to be held at a physical place are re-instated) – see below for meeting invitation:

Topic: Drinkstone Parish Council - Ordinary Meeting @ 8:00pm

Time: Jun 1, 2020 07:45 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/82125260108?pwd=SXBjUjZNGRcBTZnMXBqMXhUVGJVZz09>

Meeting ID: 821 2526 0108 Password: 444925

You can also dial in direct from your mobile or landline on the numbers below:

[+44 203 481 5240](tel:+442034815240)

[+44 131 460 1196](tel:+441314601196)

[+44 203 051 2874](tel:+442030512874)

[+44 203 481 5237](tel:+442034815237)

20.06.18

Close of meeting: 20:59pm.