

RISBY PARISH COUNCIL

Minutes of the meeting held on Thursday 3rd September 2015

Councillors present: Derrick Abrey (Chairman), Ian Turner, Simon Gray, Jill Gray, Steve Smith and Chris Sutton

Also present: Borough Councillor Susan Glossop and 4 members of the public

The following issues were raised during the Open Forum

- How do residents obtain welcome packs?
 - Neighbourhood Watch - there was an incident in Gt Saxham where a drone was seen close to a property. Residents are asked to be vigilant as some properties have been burgled following similar incidents
1. **Acceptance of apologies for absence**
Apologies were received from Julian Read.
 2. **Declaration of Interest in items on the agenda**
No councillors declared an interest in any items on the agenda.
 3. **Approval of minutes of meeting held on Thursday 2nd July 2015 and the planning meeting held on Thursday 23rd July 2015**
One amendment was made to item 6a on the minutes of 2nd July. The name S Smith was amended to S Gray. It was resolved that the minutes were correct. The chairman then signed the minutes. It was resolved that the minutes of the planning meeting were also correct.
 4. **Report from the Safer Neighbourhood Team**
The following crimes have been reported since the last meeting:
 - Two burglaries of sheds
 - One incidence of criminal damage to a fence
 - One theft from a lorry parked in a layby off the A14 which had its contents removed.
 Two speed checks have been carried out in Risby and 13 letters sent out.
 4. **Report from District Councillor Susan Glossop**
Susan Glossop spoke about the following:
 - The Council's query about whether there would be any new housing in Westley. She explained that a site was allocated for possible future development in the Local Plan but no developer has come forward so at present there are no plans to build any homes.
 - Chris Sutton has approached her for help with funding for fencing around the war memorial. She has e-mailed some funding information.
 - The Community Ranger Project. The Council agreed to discuss this at the next meeting.
 - The possible closure of the magistrates court
 - She asked what the broadband provision in Risby was like. The Council explained that superfast broadband has been installed in Risby but the capacity of the cabinet is insufficient to cater for most of the village and only a limited number of properties were able to sign up.
 5. **Update on the list of actions since the last meeting**
There are two outstanding Highways queries which are awaiting a response from Councillor Hopfsenberger. The clerk was asked to request a kit to paint the phone box.
 6. **Finance**
 - a) **Electronic payments made between meetings**
The following regular payments were made as agreed at the meeting on 5th March 2015:
 - 6th July 2015 - McGregor Services, grass cutting - Open Spaces Act 1906, s10b) or s11 - **£393.50**
 - 5th August 2015 - McGregor Services, grass cutting - Open Spaces Act 1906, s10b) or s11 - **£126.00**
 Chris Sutton and Ian Turner signed the invoices.
 - b) **Approval of any payments and signing of Schedule of Payments**
It was resolved that the following payments would be approved:
 - HMRC - PAYE - LGA 1972, s111 - **£46.20**
 - Royal British Legion - poppy wreath and donation - General Power of Competence - **£40.00**
 - McGregor Services, grass and hedge cutting (August 2015) - Open Spaces Act 1906, s10b) or s11 - **£444.00**
 - J P Ince expenses – LGA 1972, s111 - **£7.08**
 - BDO LLP - annual audit - LGA 1972, s111 - **£120.00**
 It was also resolved that the invoice for BDO LLP of £120.00 would be paid when the Annual Return is received. Chris Sutton and Ian Turner signed the Schedule of Payments. The Chairman then countersigned it.

- c) **Approval of the record of online payments made since the last meeting**
It was resolved that the record of online payments would be approved. Chris Sutton then signed it.
- d) **Signatory to complete the checklist of Internal Controls**
Chris Sutton completed and signed the checklist of internal controls.
- e) **Statement of receipts and payments**
It was resolved that the statement of receipts and payments was correct.

7. Planning

- a) **DC/15/1429/HH - 21 Aylmer Close, Risby - Single storey front extension (ii) insertion of a window to side elevation (iii) new porch to front elevation (following demolition of existing)**
It was resolved that no objections would be made to this application.
- b) **DC/15/1545/HH - 24 South St, Risby - Part single storey and part two storey extension to rear**
It was resolved that no objections would be made to this application.
- c) **DC/15/1604/TCA - 7,8,9 The Green, Risby - TCA application - reduce line of fruit trees back to fence**
It was resolved that the Council would accept the recommendations of the tree officer
- d) **15 - 16 The Avenue - resubmission of DC/15/0730/FUL - 4 no 3 bedroom bungalows (following demolition of existing 2 no semi detached houses) with associated access and garages**
It was resolved that no objections would be made to this application.
- e) **DCON(B)/13/0520 - Land South of School Road Risby**
The clerk rang the planning helpdesk on 01/09/15 - they confirmed that this applications relates to conditions placed following various responses to the original application and is not open to consultation with parish councils or members of the public.

8. Highways/rights of way matters/tree or transport issues:

- a) **Vehicle Activated Signs**
It was resolved that the Council would propose locations 1, 5, 7 and either 8 or 9. All the proposed locations have been approved for use by CSW and mobile VAS.
- b) **Outstanding highways issues**
Simon Gray agreed to report the potholes in Risby using SCC's online reporting tool.
- c) **Quote for markers for the village greens**
It was resolved that no action would be taken.
- d) **E-mail from a resident about the footpath opposite her property (for information only)**

9. Provision of bins in Risby

It was resolved that the councillors would look at the existing bins and review them at next meeting when the budget is discussed.

10. Review the Council's e-mail policy and the procedure for dealing with unpleasant e-mails

Occasionally the Parish Council receives e-mails which are aggressive or offensive in their tone. It was resolved that the Parish Council would send the following response to any such e-mails: *The Parish Council will not respond to offensive, vexatious, abusive or aggressive e-mails, if you wish to speak to the Council about this please attend the next Open Forum.*

11. Correspondence:

- a) **Letter from Havebury asking if any councillors would like to join their Performance and Scrutiny Panel**
No councillors were able to join.
- b) **E-mail from Headway about the services they provide and asking for a donation**
It was resolved that no donation would be made due to pressures on the budget as more costs are likely to be passed down to the Parish Council by St Edmundsbury Borough Council and Suffolk County Council.
- c) **Invitation to Community Action Suffolk's Annual Review on Thursday 8th October from 4-6pm**
No councillors were able to attend.
- d) **E-mail from SEBC about a community emergency planning workshop on 5th October 2015 from 10am - 1pm in Bury St Edmunds**
No councillors were able to attend.
- e) **Community Emergency Planning Conference 13th November 2 - 8pm - Stowupland Village Hall**
No councillors were able to attend.
- f) **E-mail from the Voluntary Network about community transport. The questionnaire can be completed online at www.thevoluntarynetwork.org**
The questionnaire will be passed on to a resident who uses community transport.

There being no further business the meeting closed at 9.25pm

Signed (Chairman) Dated