

RISBY PARISH COUNCIL**Minutes of the meeting held on Thursday 1st September 2016**

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

Also present: Joanne Kirk (Clerk), Borough Councillor Susan Glossop and 1 member of the public.

The following issues were raised during the Open Forum:

- The suggestion to purchase a defibrillator. The resident who raised the issue felt that it was a really good idea.
 - The proposed name for the new development in School Road of Lady Fisher's Field. Whilst some people present liked the name the following alternative suggestions were also made as the feeling was that the proposed name was a bit ostentatious: Fisher's Field, Lady Kay's Field. The clerk was asked to find out if Lady Fisher has been consulted and if she likes the name.
- 1. Acceptance of apologies for absence**
Apologies were received from Julian Read. County Councillor Rebecca Hopfsenberger also sent her apologies.
 - 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 the meeting held on Thursday 7th July and the planning meeting held on Thursday 11th August 2016**
It was resolved that the minutes were correct. The chairman then signed them.
 - 4. Borough Councillor's report**
Susan Glossop spoke about:
 - Devolution – there was a good response from the public. The Government will now consider the responses and decide if devolution will go ahead.
 - Risby Business Park - she saw Enforcement Officer Andy Smith today. He is happy to meet the whole of the parish council. An Enforcement Notice has now been prepared, but there are no details yet.
 - A question was asked about the Household Waste Recycling Centre which is now closed on Wednesdays. Susan Glossop said that this was advertised and the opening hours have been extended on other days.
 - 5. Police issues**
There were no police issues.
 - 6. Update on list of actions agreed at the last meeting**
There were no outstanding councillor actions.
 - 7. Finance**
 - a) Approval of any payments and signing of Schedule of Payments**
It was resolved that the following payments would be approved:
 - Royal British Legion – poppy wreath and donation – GPC - **£40.00**
Chris Sutton agreed to organise the poppy wreath.
 - HMRC – PAYE - LGA 1972, s111 – **£30.20**
 - BDO – external audit - LGA 1972, s111 - **£120.00**
 - J P Kirk expenses – LGA 1972, s111 – **£13.63**
 - McGregor Services – grass cutting - Open Spaces Act 1906, ss.9 and 10 - **£228.00**
 Chris Sutton and Simon Gray signed the Schedule of Payments. The Chairman then countersigned it.
 - b) Approval of payments authorised between meetings**
It was resolved that the following payments, which were authorised by the Chairman and clerk, would be approved.
 - 21/07/16 - Partnership in Care - portable hard drive - LGA 1972, S111 - minute ref: 157/8k - **£46.75**
 - c) Regular payments made between meetings but previously authorised**
The following payments were also made between meetings:
 - Gadd Brothers - tree works – Open Space Act 1906, ss.9 and 10 - **£300.00**
 - CAS LTD – insurance - LGA 1972, s111 - **£720.23**
 - McGregor Services - grass cutting - Open Space Act 1906, ss.9 and 10 - **£282.00**
 - E Taylor - internal audit - LGA 1972, s111 - **£65.00**
 - P Seales –painting of phone box – GPC - **£150.00**
 - J Boreham - painting of phone box - GPC - **£150.00**
 - c) Approval of the record of online payments**
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) **Update on the Annual Audit 2016**

The Annual Return has been received from the external auditors BDO. There were no matters which came to their attention which required the issuing of a separate additional issues arising report.

3. **Planning**

a) **DC/16/1666/TPO – 54 Woodland Close, Risby – (i) Fell one ash (ii) Crown reduce 1 ash by 35%**

It was resolved that no objections would be made to this application.

b) **DC/16/1469/HH - Lower Farm Cottage, The Green, Risby - (i) Single storey garden room on rear elevation including alterations to window and door (following demolition of existing conservatory (ii) detached garage with studio above (following demolition of existing shed) and (iii) electric gates and timber fencing**

It was resolved that no objections would be made to this application.

c) **DC/16/1470/LB - Lower Farm Cottage, The Green, Risby -) Single storey garden room on rear elevation including alterations to window and door (following demolition of existing conservatory (ii) 2 no roof lights and associated internal alterations**

It was resolved that no objections would be made to this application.

d) **DC/16/1558/HH - Troodos, The Green, Risby - (i) Render all elevations (ii) and roof tiles to slate**

It was resolved that an objection would be made to this application (both the rendering and the slate roof tiles) as it is within the Conservation Area and the rendering would not be in keeping with surrounding properties.

e) **Email from John Griffiths re Risby Business Park**

The Council has received the following response from John Griffiths in response to its query as to how many employees on the site are local. *'The developer has indicated that the site will be able to offer employment for 10 people but the developer is not required to provide information about whether these employees are local or commute. The site may also give rise to other employment opportunities and increased economic benefit across a number of outlets. Whilst such benefits are often difficult to quantify, they can be particularly important to the local economy.'*

f) **Email from West Suffolk re public notice of planning applications**

West Suffolk has notified the Parish Council that it is a legal requirement for the Council to give public notice of certain types of planning applications and other planning matters by placing an advertisement in a locally circulated publication. They have reviewed their advertising costs and in future all their planning notices will be placed in the Friday edition of the East Anglian Daily Times only. Site notices for all applications will continue to be posted and notifications sent to adjoining properties.

g) **DC/16/1723/OUT - Outline planning application Calor Gas - outline planning application (means of access to be considered) - parking facility for approximately 100 HGVs with refuelling station, shop, facilities and external works together with associated landscaping**

As this notification has only just been received and the planning application is not available yet, it was resolved that the clerk would notify the councillors when the application is available online and a decision would be made about an additional planning meeting.

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

a) **Suggestion to build a footway on the grass opposite the Green**

It was resolved that this would not be a sensible location because of the proximity to the bend on the junction in South Street.

7. **Review of allotment usage over the summer**

All the plots are occupied and being maintained.

8. **Village issues**

a) **The possibility of purchasing a defibrillator for the village**

Two residents have offered help with the defibrillator project and a third resident has emailed the Council giving her support for the project. It was resolved that the Council would look into purchasing a defibrillator and that the village trustees would be approached about the possibility of siting the defibrillator on an exterior wall of the village hall. The clerk agreed to manage the project with the help of two residents and to look into possible funding.

b) **Possibility of adopting a phone box**

It was resolved that the Council would adopt the phone box and that the clerk would set the process in motion with BT.

9. **Correspondence**

a) **Email from Suffolk Police re a public meeting to be held by PCC Tim Passmore and Chief Constable Gareth Wilson on Wednesday 19th October at the Moreton Hall Community Centre, IP32 7EE at 6.30pm – for information only**

b) **Email from West Suffolk re their joint Parish Conference on 14th November in Newmarket - for information only**

c) Email from NHS England re CCG consultation which ends on 9th September

NHS England is looking at possible cost cutting measures. Proposal one is to reduce the number of IVF cycles to either one or none. Proposal 2 is to focus the service for marginalised and vulnerable adults where it is most needed. It was resolved that individual response would be submitted.

There being no further business the meeting closed at 9.02pm.

Signed (Chairman) Dated