

**RISBY PARISH COUNCIL**  
**Minutes of the meeting held on Thursday 5<sup>th</sup> January 2017**

**Councillors present: Derrick Abrey (Chairman), Ian Turner (Vice-Chairman), Simon Gray, Chris Sutton, Julian Read and Steve Smith**

**Also present: Joanne Kirk (Clerk), County Councillor Beccy Hopfsenberger, Borough Councillor Susan Glossop and 7 members of the public.**

**Open Forum**

The following issues were discussed during the Open Forum:

- a) The Notice of Appeal for Risby Business Park and the best way forward.
  - The problems with contamination have continued. Concern was raised that the planning application does not make it clear that the GAP operation involves the cleaning out of chemical toilets.
  - The Chairman stressed that the more individual letters which are sent the greater the impact will be. The clerk agreed to circulate the minutes of the November and January meetings to residents.
  - It was agreed that it would be a good idea to provide a co-ordinated response. Four residents agreed to form a group to work together to gather evidence to share with people before their responses are submitted. Ian Turner agreed to represent the Parish Council.
  - Susan Glossop agreed to speak to Planning Enforcement.
  - One of the key planning grounds to object on is the loss of amenity to neighbouring properties due to noise and pollution.
- b) The state of School Road which is starting to break up in places. This is only going to get worse due to the number of heavy goods vehicles using the road to access the new housing development. County Councillor Beccy Hopfsenberger agreed to look into it.
- c) The lack of a pavement from the bus shelter around The Green to School Road. This stretch of road is dangerous as cars speed round the bend forcing pedestrians to jump onto The Green. County Councillor agreed to ask Highways to review the junction and see if anything can be done to improve safety.

**1. Acceptance of apologies for absence**

No apologies were received.

**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 3<sup>rd</sup> November 2016**

It was resolved that the minutes were correct. The chairman then signed them.

**4. County Councillor's report**

Beccy Hopfsenberger spoke about:

- The locality grant for the defibrillator. She has chased this with the Locality Officer. The clerk should receive an email shortly.
- She has a meeting with Guy Smith to discuss previous promises to resurface Woodland Close and problems with potholes which are not meeting SCC's criteria for repair. She asked the clerk to let her know of any incidence where she reports potholes but Highways give this standard response. Carl Ashton is the new person responsible for Highways in West Suffolk. The Parish Council also asked her to look into a number of outstanding Highways issues.
- Devolution. Suffolk is still hoping to pursue this and is due to discuss the way forward with the Government in February.

**5. Borough Councillor's report**

Susan Glossop spoke about:

- The town centre masterplan

- The planning application for the West Suffolk Operational Hub which should be submitted in April or May.

## 6. Police issues

No issues were raised.

## 7. Update on list of actions agreed at the last meeting

There were no outstanding councillor actions.

## 8. Finance

### a) Approval of any payments and signing of Schedule of Payments

It was resolved that the following payments would be approved:

- J P Kirk expenses – LGA 1972, s111 – **£8.12**
- HMRC – PAYE - LGA 1972, s111 - **£28.00**
- Hayden’s Arboricultural Consultants – annual tree survey – Open Spaces Act 1906 ss 9 & 10 - **£407 + VAT**

The quote was accepted and the payment approved. Chris Sutton and Steve Smith signed the Schedule of Payments. The Chairman then countersigned it.

### b) Approval of payments authorised between meetings

No payments were authorised between meetings.

### c) Regular payments made between meetings but previously authorised

The following regular payments were made between meetings:

10/11/16	152/9f	Fidelity Funds Network	D/D	£15.00
21/11/16	authorisation slip 003 and minute ref 170/7b	Vodafone UK	D/D	£55.93
30/11/16	159/7f	J P Kirk	Online	£314.04

### d) Approval of the record of online payments

It was resolved that the record of online payments would be approved. Chris Sutton then signed it.

### e) Signatory to complete the checklist of Internal Controls

Chris Sutton completed and signed the checklist of internal controls.

### f) Final budget 2017/18 and budget report

It was resolved that the final budget and budget report would be approved.

### g) Parish Estimates Form

It was resolved that the Parish Estimates Form would be approved and that the precept increase would be 2.75% which equates to £0.89 per annum per band D household. The parish council element for a band D household will be £33.22 per annum an increase from £32.33.

## 8. Planning

### a) AP/16/0036/ENF – Risby Business Park - notice of a planning appeal.

It was resolved that Ian Turner would be authorised to draft the Parish Council’s response following the meeting with residents and email it to the clerk. The Parish Council also agreed to ask the Planning Inspector to make a site visit or have a meeting with the residents affected by the site before making his decision.

### b) DC/16/2703/HH - Melrose, School Road, Risby - Extension to garage

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

### c) DC/16/2703/HH - Melrose, School Road, Risby – Erection of a balustrade

It was resolved that the Council would object to this application for the following reason:

- The proposed balustrade is too low and will affect the amenity of adjacent properties through overlooking.

The Parish Council would support the application if both sides of the balustrade were raised to 1800mm and fitted with obscured glass.

d) **DC/16/1993/CR3 - Telephone box, Aylmer Close, Risby, Notification under section 4 of the Communications Act 2003 - removal of public payphone**

Confirmation has been received from SEBC that it has objected to the removal of the phone box and that it has notified BT that Risby PC wishes to adopt the phone box. It was resolved that the clerk would contact BT about adopting it.

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

a) **Parking on pavements**

It was resolved that the clerk would produce a flyer to give to residents who park inconsiderately and that the flyer would be distributed to all councillors.

b) **Parking on The Green**

It was resolved that this would be reviewed in three months.

10. **Village issues**

a) **Update on the defibrillator**

Thanks to locality funding from County Councillor Beccy Hopfsenberger and Borough Councillor Susan Glossop, and generous donations from the Village Hall Trustees and residents, sufficient funding has now been raised to purchase a defibrillator. It was resolved that it would be installed in the phone box once it has been adopted. It was also resolved that the defibrillator would be ordered from the East Anglian Ambulance Service as they offer free training if it is ordered through them.

11. **Correspondence**

a) **Invitation to the first Parish and Town Council forum in Barrow**

Councillors were asked to let the clerk know if they wish to attend.

b) **Letter from Police and Crime Commissioner Tim Passmore asking for support for his Fairer Share for Suffolk Campaign**

The letter has been uploaded onto the website to help inform as many residents as possible as the closing date for responses is before the next newsletter comes out.

**There being no further business the meeting closed at 9.15pm.**

Signed ..... (Chairman) Dated .....