

RISBY PARISH COUNCIL**Minutes of the Parish Council meeting held on Thursday 7th September 2017**

Councillors present: Derrick Abrey (Chairman), Ian Turner (Vice-Chairman), Simon Gray, Julian Reed and Steve Smith.

Also present: Joanne Kirk (Clerk), Borough Councillor Susan Glossop, County Councillor Beccy Hopfsenberger and 2 members of the public

The following issues were raised during the Open Forum:

- A large pothole outside Melrose. The Parish Council confirmed that it has been reported but does not meet Suffolk County Council's criteria for repair.
- The possibility of nominating the Crown and Castle as a community asset. The Parish Council confirmed that it has already been nominated and that they should find out the outcome of the nomination on 26th September.

1. Acceptance of apologies for absence

Apologies were received from Chris Sutton and Jill Gray.

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 29th June 2017

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

4. County Councillors Report

Beccy Hopfsenberger spoke about the following:

- Highways has been restructured and is now based at Rougham Hill.
- Anthony Smith is Community Liaison Officer for Roads and Transport and is the new contact for Highways. She is trying to arrange a site visit to the junction of South Street and School Road. She will also send the clerk the Highways Maintenance guidelines. If there is a pothole which SCC says does not meet the criteria, parish councils will be able to check it against the criteria and challenge it if necessary.
- A consultation on changes to free school transport which will impact on children not attending their nearest school.

The Parish Council asked about the crematorium sign for the end of Mere Lane which has not been installed yet. Beccy Hopfsenberger agreed to find out when it will be installed.

5. District Councillor's report

Susan Glossop spoke about the following:

- GAP has decided to comply with the Enforcement Order and is going to move out of the Risby Business Park site and the planning application will be withdrawn.
- The Bury Town Centre Masterplan.
- The plans for the Waste Hub did not go through because there were too many issues to address. There will be a meeting of Development Control on 21st September to review the revised plans.
- The possible merger of St Edmundsbury Borough Council and Forest Heath District Council which is currently being considered. A completely new council would be formed with fewer councillors.

6. Police issues

No Police 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:

- McGregor Services - Grass cutting - Open Spaces Act 1906, ss.9 and 10 – **£348.00**
- Royal British Legion – donation and poppy wreath – GPC - **£50.00**
- BDO - Audit fee for Annual Return 2017 - LGA 1972, s111 – **£120.00**
- J P Kirk expenses – LGA 1972, s111 – **£31.18**

Ian Turner and Simon Gray signed the Schedule of Payments. The Chairman then countersigned it.

b) Approval of payments authorised between meetings

- CAS Ltd - additional insurance premium for defibrillator and phone box - LGA 1972, s111 - **£30.83**

c) Payments made between meetings but previously authorised

30/06/17	J P Kirk - salary	£326.86
03/07/17	McGregor Services - grass cutting	£348.00
10/07/17	Fidelity Funds Network	£15.00
14/07/17	E Taylor - internal audit fee	£65.00
19/07/17	Vodafone - mobile phone costs	£7.10
31/07/17	J P Kirk - salary	£326.66
03/08/17	McGregor Services - grass cutting	£258.00
10/08/17	Fidelity Funds Network	£15.00
15/08/17	Vodafone - mobile phone costs	£22.10
30/08/17	J P Kirk - salary	£326.86

d) Approval of the record of online payments made since the last meeting

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

e) Signatory to complete the checklist of Internal Controls

Ian Turner completed and signed the checklist of internal controls.

f) Update on the Annual Return 2017

BDO has completed the Annual Audit. There were no matters which came to their attention which require the issuing of a separate additional issues arising report.

g) Councillor to organise a poppy wreath for the Remembrance Day service

It was resolved that Chris Sutton would organise the poppy wreath again this year.

9. Planning

a) DC/17/0807/OUT - Plot adjacent Abbotsley, School Road, Risby - Outline planning application (means of access and layout to be considered) - 1 no dwelling with double garage as amended by Design and Access Statement addendum, tree survey (revised scheme August 2017 and drawing no's 13.301.2 5879-D Rev C and 5879-E Rev C received 14th and 24th August 2017

It was resolved that the Parish Council would object to this development for the same reasons as for the previous application:

- Historically the site has been subject to special planning conditions because the trees are subject to TPO's, and the vegetation on the site is fundamental to retaining the character of the area.
- Any building on the site will adversely affect the root structure of the trees which are subject to the TPO's, and hence render the TPO's ineffective.
- Development would adversely affect the amenities of the neighbouring properties in Church Close which are currently protected by the mixed hedge on the boundary.

10. Highways/rights of way matters/tree or transport issues

a) Email from Susan Glossop re speeding by parents of Brookes Cambridge pupils and farm vehicles.

It was resolved that the clerk would contact Brookes Cambridge to ask them to make their parents aware of concerns about speeding in Risby. Derrick Abrey agreed to speak to a local farmer about farm vehicles.

b) Email from Wetheringsett Parish Council about the collection of VAS data in villages and asking if other villages have a problem with vehicles travelling at excessive speeds.

It was resolved that the Parish Council would ask David Letley for recent VAS data before deciding how to respond.

c) Overgrown hedges

There are a number of hedges overhanging pavements in the village, particularly behind Aylmer Close and in South Street. It was resolved that the clerk would include an article in the next newsletter reminding residents of their responsibility to keep pavements and roads clear of overhanging vegetation.

The clerk was asked to report the damaged Risby sign at the entrance to the village on Flempton Road and at the bottom of Hall Lane. Ian Turner agreed to email a photo.

11. First draft of the Council's Electronic Communication Policy

It was resolved that the Electronic Communication Policy would be approved and that it would be uploaded onto the Parish Council website.

12. Review allotment usage over the summer

There are now three vacant allotments. It was resolved that the clerk would put an advert in The Stile and Chris Sutton will contact the Bury Allotment holders.

13. Village issues

a) Update on the installation of the defibrillator

The defibrillator has now been installed and details sent to Community Heart Beat Trust for registration with the ambulance service. There is a backlog with the ambulance service so the registration process may take a few weeks. The clerk has also registered the defibrillator Webnos, the management system for the defibrillator. Chris Sutton has agreed to carry out checks on the defibrillator and update them onto the Webnos system.

b) Update on the defibrillator training

A provisional date has been set for Monday 16th October in Risby Park Nursing Home at 7pm.

c) Voucher from British Paint Foundation for paint for the phone box

The paint has been received and the Parish Council has been asked to submit a photo of the phone box.

d) Repair to the footpath map

The footpath map has been repaired and looks wonderful. The clerk was asked to write a thank you letter from the Chairman to the person who repaired it free of charge.

14. Correspondence

a) Email from the Suffolk Joint Emergency Planning Group about providing them with three emergency contact numbers for the parish council

It was resolved that the mobile phone numbers for Derrick Abrey, Ian Turner and Chris Sutton would be given to the Suffolk Joint Emergency Planning Group.

b) Letter from a resident about a possible Phase Two at Fisher's Field

It was resolved that the clerk would respond to the letter on behalf of the Council saying that the Chairman rang Planning at St Edmundsbury Borough Council who said that the Local Plan does not currently allow for a phase 2 on the Fisher's Field site but that the Local Plan is due to be reviewed next year so the situation may change.

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

Signed (Chairman) Dated