

**RISBY PARISH COUNCIL****Minutes of the meeting of the Parish Council held on Thursday 4th July 2019**

**Councillors present: Derrick Abrey (Chairman), Ian Turner (Vice-Chairman), Simon Gray, Jill Gray, Steve Smith and Chris Sutton. Julian Read arrived at 8.10pm.**

**Also present: Joanne Kirk (Clerk) and three members of the public**

**The following issues were raised during the Open Forum**

- Grass cutting round the play equipment
- Floodlights around the MUGA
- Problems in Mere Lane with litter and cars parking in a lay-by for long periods
- Bonfires on the allotments
- On 1st July a contractor on behalf of Pigeon conducted a survey of the fields adjacent to Fisher's Field

**1. Acceptance of apologies for absence**

No apologies were received.

**2. Declaration of Interest in items on the agenda and dispensation requests**

No councillors declared an interest in any items on the agenda and no dispensations were requested.

**3. Approval of minutes of the Annual Meeting of the Parish Council held on Thursday 9th May 2019**

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

**4. Update on list of actions agreed at the last meeting**

There were no outstanding councillor actions.

**5. District Councillor's Report**

No report was received.

**6. County Councillor's Report**

No report was received.

**7. Police issue**

There were not police issues to report.

**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**
- HMRC – PAYE - LGA 1972, s111 - **£14.80**
- J P Kirk - expenses - LGA 1972, s111 – **£4.24**

Chris Sutton and Ian Turner signed the Schedule of Payments. The Chairman then countersigned it.

**b) Approval of payments authorised between meetings**

Two payments were authorised between meetings – a payment of **£44.90** to The Cartridge People on 24<sup>th</sup> June 2019 for a replacement toner cartridge - LGA 1972, s111 and **£376.66** for insurance to Community Action Suffolk- LGA 1972, s111. It was resolved that the clerk would be authorised to order consumables such as print cartridges as and when required.

**c) Statement of receipts and payments including online payments made since the last meeting**

Receipts		Details		Amount
10/05/19		Transfer from reserve account		£2,000.00
10/05/19		Ousden PC		£15.00
10/05/19		Lidgate PC		£15.00
10/05/19		Dalham PC		£15.00
10/05/19		Stradishall PC		£15.00
10/05/19		Stansfield PC		£10.00
28/05/19		Allotment rent		£140.00
04/06/19		Suffolk County Council - locality funding for new bollards		£1,584.80
11/06/19		Allotment rent		£40.00

Payments	Minute reference	Details	Method	Amount
01/05/19	213/7e	Anglian Water Business	D/D	£37.75
10/05/19	219/12a	J P Kirk - expenses	Online	£23.72
10/05/19	219/12a	Risby Village Hall - annual donation	Online	£500.00
10/05/19	219/12a	McGregor Services - grass cutting	Online	£432.00
10/05/19	219/12a	Mrs C Whitaker - internal audit	Online	£65.00
15/05/19	221/13b	Suffolk Accident Rescue Service - donation	Online	£75.00
22/05/19	196/7e	Vodafone	D/D	£18.85
30/05/19	210/8f	Staff costs	Online	
31/05/19	213/7e	CAS - insurance	Online	£376.66
03/06/19	219/12a	McGregor Services - grass cutting	Online	£258.00
11/06/19	211/8g	Fidelity - June payment	Online	£85.00
20/06/19	196/7e	Vodafone	D/D	£18.85
28/06/19	210/8f	Staff costs	Online	

**d) Bank balances as of 30<sup>th</sup> June 2019 and confirmation of bank reconciliation**

**Current account:** £1,916.33      **Reserve account:** £23,896.41

Chris Sutton verified and signed the bank statements.

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

Chris Sutton completed and signed the checklist of internal controls.

**f) Update on the inspection of parish council property**

There is no downpipe at the rear of the bus shelter. It was resolved that Ian Turner would arrange for one of his contractors to take a look.

**g) Insurance renewal**

Community Action Suffolk in conjunction with RSA (Royal and Sun Alliance Insurance Group) now offers a policy called Parish Protect. It was resolved that the Council would switch to this policy as the cover offered meets the needs of the parish council better.

**9. Planning**

**a) DC/19/1178/TPO - 27 Woodland Close, Risby - TPO application - fell one ash tree**

It was resolved that no objections would be made and that the Parish Council would accept the recommendations of West Suffolk Council's tree officer.

**b) DC/19/0871/TCA – land opposite the war memorial, The Green, Risby**

The amended application to crown lift one sycamore by up to 5.4 metres and pollard one sycamore to 8m from ground level has been approved.

**c) DC/19/1257/TPO - 15 Woodland Close, Risby - TPO application - crown reduce three ashes by 20 – 30%**

It was resolved that no objections would be made and that the Parish Council would accept the recommendations of West Suffolk Council's tree officer.

**d) DC/19/1323/TPO - 34 Woodland Close, Risby - TPO application - fell one scots pine**

It was resolved that no objections would be made and that the Parish Council would accept the recommendations of West Suffolk Council's tree officer.

**10. Review of the following policy documents**

**a) Financial Regulations**

It was resolved that no amendments were necessary.

**b) Standing Orders**

It was resolved that no amendments were necessary.

**c) Equal Opportunities Policy**

It was resolved that no amendments were necessary.

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

**a) Update on TCA application for tree works on The Green**

The work will be carried out in September as the nesting season will have finished by then.

**b) Quote for bollards for the Green**

It was resolved that the clerk would order 40 bollards and two round lockable ones to allow access for grass cutting and that the payment of £1,101.20 + VAT would be approved.

- c) **Email from resident about grass cutting in the village and the impact on wildlife**  
The clerk was asked to respond to say that the area beneath the large sycamore on the Green is left uncut as it the area around the edge of the playing fields. The clerk was also asked to contact McGregor Services to find out if pesticides, herbicides and fertiliser are used.
- d) **Email from a resident about litter and antisocial behaviour in Mere Lane**  
The Chairman explained that the land where the problems occur belongs to McRae farms and suggested the resident contact them to find out if they are able to help in any way.
- e) **Email from Risby Primary School about damaged railings outside the school**  
Some railings outside the Risby Primary School were damaged by a school bus and removed by Suffolk County Council. Subsequently the money for the railings has been claimed by Suffolk County Council but they are refusing to replace the railings. The issue has already been raised with County Councillor Rebecca Hopfensperger, but no response has been received as yet.
- f) **Email from resident about cutting footpath from Newmarket Road**  
It was resolved that there is nothing more the Parish Council can do as footpath cutting is the responsibility of Suffolk County Council. There is a volunteer in Risby who carries out additional cuts as and when he can, but the Parish Council cannot insist on when the paths are cut as it fitted around the volunteer's other commitments.
- g) **Phone call from a resident about vegetation overhanging footpath no 2**  
It was resolved that Chris Sutton would speak to the residents whose hedges are encroaching on the footpath and ask them to cut them back.
- h) **Road sweeping**  
The clerk was asked to contact Rebecca Hopfensperger to let her know about the recent visit by the road sweeper, which did not Hoover up the debris and left it on the carriageway.
- i) **Parking on the bend outside the crematorium**  
The clerk was asked to contact the crematorium to find out if there is anything they can do to stop people parking on the bend as there have been a couple of near misses as vehicles overtaking parked cars cannot see oncoming traffic.

## 12. Village issues

- a) **Email from Historic England about the possibility of listing the war memorial**  
Councillors supported the idea.
- b) **Clearing the allotments ready for letting**  
There is now a waiting list of one person. An email has been sent to all allotment holders asking them to remove anything on them that they want to keep. What is left will be removed. There are brambles and vegetation that also need to be cleared. New people will have the first year free as they will have to clear their allotments.
- c) **Broadband on the eastern side of the village.**  
Residents can now upgrade to faster broadband. Simon Gray agreed to distribute leaflets to the properties on the eastern side to make them aware of the upgrade.
- d) **Replacement pads for the defibrillator**  
Replacement pads can be ordered via the Community Heartbeat Trust at a cost of £39 per set + VAT and £3 P&P. It was resolved that the clerk and Julian Read would be authorised to order future replacements as and when required.

## 13. Correspondence

- a) **Email from Suffolk Cloud re security certificate for website which will cost £10 a year from renewal.**  
It was resolved that the Parish Council would not request a security certificate for the website.
- b) **Email from neurology charity Headway Suffolk hosts its fifth annual Neuro Conference on Wednesday 16<sup>th</sup> October at Wherstead Park, Ipswich from 9.30am - 4.30pm.**  
No councillors were able to attend.

There being no further business the meeting closed at 8.35pm.

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

