

RISBY PARISH COUNCIL**Minutes of the meeting held on Thursday 7th September 2023.**

Councillors present: Ian Turner (Vice-Chairman), Simon Gray, Chris Sutton, John Fairlie, Steve Smith, and Ben Ramsay.

Also present: Joanne Kirk (Clerk), County Councillor Beccy Hopfensperger, District Councillor Susan Glossop and ten members of the public.

In the absence of the Chairman, Ian Turner chaired the meeting.

1. Acceptance of apologies for absence.

Apologies were received from Derrick Abrey and the reason for absence accepted.

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

No councillors declared an interest in any items on the agenda. No dispensation requests were received.

3. Approval of minutes of the meeting held on Thursday 6th July 2023.

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

4. Public Session (10 minutes)

The following issues were raised:

- Pothole repairs in Quay's Road which have left the street looking a complete mess. The road needs resurfacing. Beccy Hopfensperger explained that a new Highways contractor Milestone starts in October. They will have better equipment which should lead to improved repairs. Beccy Hopfensperger agreed to check whether this was a temporary repair and if Quay's Road is scheduled to be resurfaced at any point.
- Weeds growing in the kerbs. When will they be removed as they have not been dealt with this year by Suffolk County Council? District Councillor Susan Glossop encouraged people to report problems with weeds to Suffolk County Council using their online reporting tool. She also agreed to look into road sweeping in Risby. Beccy Hopfensperger agreed to check the schedule for weed treatment in Suffolk.
- The AJN Steelstock application. Susan Glossop stressed the importance of residents submitting individual reports.

5. County Councillor's report.

Beccy Hopfensperger had sent the following information through prior to the meeting:

- A map showing which parts of Upper Green are maintainable by Suffolk County Council Highways. Items such as planters or posts to protect the utility cover in the grass will not need to be licenced unless placed within the Highways maintainable area. Suffolk County Council would not allow any licenced item to be placed within 500 mm of the carriageway for safety reasons.
- School road near the war memorial. Beccy Hopfensperger has looked into this repair and all the road planings are still in place. Suffolk County Council's Highways Maintenance Operational Plan (HMOP) states that edge deterioration is fixed with road planings or Type 1 dew to the depth as this is not classed as the carriageway. Tarmac would break up as there is no base course or road construction, only hardened soil damaged by large farm vehicles passing the parked cars on the bend. The best way to stop the surface wearing away is to ask residents to park somewhere else as this is becoming a hazard. Councillors queried this as part of the road has been tarmacked which contradicts what is stated in the HMOP.
- Parking in School Road near the junction of South St. The Highways Code advises that cars should not be parked within 10m of a junction but this is not mandatory.
- There has been an increase in lorries and traffic coming along Flempton Road since Tut Hill closed. Beccy Hopfensperger agreed to look into the possibility of a *'Not suitable for HGVs sign/Local Traffic Only'* for Flempton Road. She also agreed to commission a speed check at the junction of Tut Hill.
- Alexander Way. The pothole repairs were ordered on the 29/8/2023 and the criteria is on an 8-week order therefore they will be completed by 24/10/2023.
- Beccy Hopfensperger has checked the give way sign in Flempton Road and it was in place and clear of any vegetation.
- ANPR date for School Road, Risby taken in March 2023:
 - Total photos taken – 1,189

- 27-30mph – 739
- 31-34mph – 316
- 35mph+ – 134
- Fastest speed – 50mph

6. District Councillor's report

Susan Glossop spoke about the following:

- The Steelstock application DC/23/0657/FUL.
- Planning application DC/20/2231/OUT. Susan Glossop has called this application in and requested a site visit as there is an impasse between the applicant and West Suffolk Council planning officers.

She also agreed to check the amendments to DC/23/0254/P3QPA with the case officer.

7. Review of the wildlife areas on the Greens and update on the wildlife project from the Wildlife Working Group (this item was moved up the agenda).

It was resolved:

- A map would be produced showing the wildlife areas in the village and who maintains them. This will be shared with residents as a lot of people are not aware that the various grassy areas in Risby are maintained by different organisations.
- Chris Sutton would work with the wildlife group to produce a management plan for the wildlife areas on the greens ready for discussion at the November meeting.

8. Police issues.

a) Public meeting with Suffolk's Police and Crime Commissioner and the Chief Constable.

A public meeting will take place on Thursday September 21st 2023 at Bury Town Football Club and an online meeting on Tuesday November 7th 2023.

9. Update on list of actions agreed at the last meeting.

There were no outstanding councillor actions.

10. 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 – **£4.32**
- HMRC – PAYE - LGA 1972, s111 – **£266.80**
- Starboard Systems – Scribe Accounting Software - LGA 1972, s111 – **£165.60 (£138 last year).**
- Suffolk Cloud – website hosting fee - LGA 1972, s111 - **£120.00**
- West Suffolk Council – election expenses - LGA 1972, s111 - **£81.91**
- McGregor Services – Grass and hedge cutting - Open Spaces Act 1906, ss.9 and 10 – **£516.00 less overpayment of £102 in July = £414.00**
- Suffolk Pest Control Service- removing wasp's nest on allotments- Open Spaces Act 1906, ss.9 and 10 - **£84.00**

Chris Sutton and Steve Smith signed the Schedule of Payments. The Chairman countersigned it.

b) Approval of payments authorised between meetings.

No payments were authorised between meetings.

c) Statement of receipts and payments made since the last meeting.

It was resolved that the statement of receipts and payments would be approved.

Receipts

Date	Description	Supplier	Total
06/07/2023	Wayleave payment	UK Power Networks	£42.16
10/07/2023	Refund pension costs	Ousden Parish Council	£16.00
10/07/2023	Refund pension costs	Moulton Parish Council	£25.00
10/07/2023	Refund pension costs	Stradishall Parish Council	£16.00
10/07/2023	Refund pension costs	Lackford Parish Council	£16.00
27/07/2023	Insurance refund	Business Services at CAS Ltd	£41.71
10/08/2023	Refund pension costs	Ousden Parish Council	£16.00
10/08/2023	Refund pension costs	Moulton Parish Council	£25.00

10/08/2023	Refund pension costs	Stradishall Parish Council	£16.00
10/08/2023	Refund pension costs	Lackford Parish Council	£16.00

Payments

Date	Description	Supplier	Total
10/07/2023	Print cartridge	The Cartridge People	£63.90
10/07/2023	Clerk's expenses	Joanne Kirk	£18.48
10/07/2023	PAYE	HMRC	£266.60
10/07/2023	Grass cutting	McGregor Services	£396.00
10/07/2023	Padlocks for allotment gates	Christopher Sutton	£34.25
20/07/2023	Phone costs	Vodafone	£12.10
24/07/2023	Insurance	Business Services at CAS Ltd	£39.69
01/08/2023	Grass cutting	McGregor Services	£396.00
20/08/2023	Phone costs	Vodafone	£12.10
Staff costs as per confidential cashbook			

d) Bank balances as of 28th August 2023.

Nat West Current Account	£1,403.37
Nat West Reserve Account	£20,532.74
Total in Banks	£21,936.11

Chris Sutton verified and signed the bank statements.

e) Six-month budget review.

Receipts	Amount	Details
Budgeted	£17,700	
Actual	£17,056	
Difference	-£644	Outstanding receipts - allotment rent, refund of phone costs, refund of pension costs.
Payments		
Budgeted	£17,100	
Actual	£5,928	
Difference	£11,172	
Overspends as of 1st September 2023		
Insurance		
Budgeted	£600	
Actual	£635	
Difference	-£35	Review of insurance values led to an increase in premium.
Pension costs		
Budgeted	£240	
Actual	£485	
Difference	-£245	Additional pension costs will be recouped from clerk's other councils.

The budget is currently on track.

Reserves balance as of 28th August 2023:

Earmarked reserves: £15,116

General fund: £6,820

Total funds: £21,936

f) Purchase of a poppy wreath and donation and approval of online payment.

It was resolved that the clerk would organise a poppy wreath and that a payment of £50, to include a donation, would be approved.

g) New phone contract for clerk's work phone.

The current contract is due for renewal. It was resolved that a new contract would be taken out with Vodafone at a cost of £11.67 a month plus VAT (current cost £10.09 + VAT), with the cost split between all the clerk's parish councils.

10. Planning.

a) DC/20/2231/OUT – land adjacent to Hall Lane, Risby – Reconsult outline planning application – one dwelling and hard standing.

It was resolved that a response would be submitted objecting to the application in line with the comments of West Suffolk Council's Conservation Officer. The height and size of the current design in relation to the size of the plot would not be in keeping with surrounding properties and would not preserve or enhance the character or appearance of the Conservation Area. Risby Parish Council is also concerned about highways safety with the steep gradient of the drive accessing onto Hall Lane which is a narrow single track road.

Risby Parish Council does not object to the principle of a development on this site if built to a more appropriate height and scale and with safer access onto Hall Lane.

b) DC/23/1336/TCA - Mulberry Farm, The Green, Risby - a. three Willow (G1) re-pollard to previous points; b. one Alder (T1) cut back overhang over driveway; c. one Sycamore (T2) reduce lateral spread by two metres; d. one Mulberry (T3) crown reduction by two metres; e. one Ash (T4) crown lift to four metres above ground level and reduce lateral spread over neighbours by 1.5 metres; f. one Laurel (T5) reduce in height to four metres above ground level; g. one Laurel (T6) trim back to clear roof by 60cm; h. one Dogwood (T7) reduce to boundary line by 20 cm.

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

c) Update on the permitted development site in Hall Lane.

The later application DC/23/0254/P3QPA was withdrawn. The work currently taking place relates to the earlier application DC/20/1521/P3QPA. Updated plans are available on the West Suffolk Council website.

d) Update on the AJN Steelstock application and email from a resident about this application.

National Highways and Suffolk County Council Highways have both objected to the application and requested more information. There are a number of critical actions which need to be undertaken by the applicant and some which are important but not critical.

A resident is concerned that there are only 20 responses from residents on the West Suffolk Council website and that not all residents know about it.

It was resolved that:

- A notice would be produced to deliver to residents to make them aware of the application and how to respond, stressing the importance of as many individual responses being submitted as possible.
- Risby Parish Council would submit additional comments to West Suffolk Council supporting the comments made by National Highways and Suffolk County Council and requesting that a swept path analysis of two-way lorry flow at the junction with South St and the A14 flyover be undertaken before any decisions are made about the application. The clerk agreed to submit photos of lorries backing up in South Street to West Suffolk Council and Cllr Beccy Hopfensperger and Susan Glossop following a recent incident in South St. If there is a problem at the junction, lorries quickly start to back up into Newmarket Road, making the junction with Newmarket Road and South St unsafe as well as access onto the A14 for eastbound traffic, which then becomes a National Highways issue.
- Risby Parish Council would reiterate that the noise model is incorrect as it is based on an old site layout not the one currently submitted.

e) Planning applications which came in after the agenda was published:

- **DC/23/1363/TPO - 34 Woodland Close, Risby - One Scots pine (T1 on plan, T5 on order) fell.** Risby Parish Council agreed to accept the recommendations of West Suffolk Council's tree officer.

11. Highways/Rights of Way issues/tree/transport issues/pond issues

a) Quotes for tree works

Councillors spoke about T3508. The following work was recommended however Leon Brown Arb Agri Contracting felt that Risby Parish Council should apply to fell the tree as the decay is only going to get worse at the bottom of the tree and although the brace will help short term the end result is going to be the same. If the tree is felled Risby Parish Council would replant a native tree.

T3508	Sycamore on Upper Green. 3m long dead stub from previous pollarding of a primary limb beneath the phonelines Decay pocket at 1m on main stem - probed to 500mm, tap tested - hollow.	Brace stems at 10m and reduce tree all over by 2.5-3m to reduce forces acting on cavity.	6 Months
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It was resolved that the clerk would request a quote for felling T3508 and that any decisions about tree work would be postponed until the next meeting.

b) Possibility of installing a planter on the corner of Lower Green.

As the corner of Upper Green is maintainable highway and Suffolk County Council would not allow any items to be placed within 500 mm of the carriageway for safety reasons, it was resolved that no further action would be taken.

c) Update on the 20's Plenty for Suffolk campaign and the possibility of writing to Suffolk County Council to ask them to review their speeding policy.

Risby Parish Council received the following response from Richard Smith, Suffolk County Council's Cabinet Member for Economic Development, Transport Strategy and Waste in response to their request for 20mph speed limits to be implemented in rural village.

Forgive me replying once to four Parish Councils which you Clerk, but the points they raise, under your authorship, are essentially the same and are covered by my response below:

Many would disagree with the views expressed by Members of Risby, Ousden, Stradishall and Moulton Parish Councils concerning 20mph speed limits. The County Council has no plans to implement blanket 20mph speed limits, except on a detailed case-by-case basis through the well-established Traffic Regulation Orders, where special local circumstances apply, proven by data and surveys.

Some Parish Councils who have contacted me over 20mph limits have also asked me to write in their supporting these zones to the Secretary of State for Transport. I am not willing to do this, but this, of course, does not preclude any or all of your four Parish Councils from doing so.

I am sorry that this reply will disappoint the members of your four Parish Councils covered by this reply.

It was resolved that Risby Parish Council would respond asking Suffolk County Council to review its current speed policy which was agreed in 2014 and does not reflect recent changes to the Highway Code.

d) Parking in the village (on the Greens, on the track alongside Quays Barn and at the junction of School Road and South St).

The Highway Code advises drivers not to park within 10m of a junction but it is not illegal. The clerk was asked to send an example of a leaflet for residents produced by Wigan County Council to find out if Suffolk County Council would be willing to do something similar.

12. Village issues.

a) Village welcome pack.

It was resolved that Ian Turner would update the welcome pack. The clerk will then upload it onto the Parish Council website and advertise in the newsletter that it is available online.

14. Correspondence.

a) Email from the Greenest Community Network.

Information about the organisation can be found online at <https://www.greensuffolk.org>

b) Email about Suffolk County Council's EV charger scheme.

Unfortunately there are no suitable locations on Parish Council land to install EV chargers.

c) Email from West Suffolk Council about Green Suffolk's Thermal Imaging Camera's Loan project.

It was resolved that no action would be taken.

d) Letter from Citizen’s Advice requesting a donation.

It was resolved that a donation of £50 would be made (LGA 1972, s142).

e) Information from Suffolk County Council about the Multiply Suffolk project offering bespoke coaching, training, and mentoring to support people into learning and employment across Suffolk by improving maths skills.

Information about the project will be included in the next newsletter.

f) Email from Headway Suffolk about their new brain injury rehab hub in Haverhill.

Information about the new hub will be included in the next newsletter.

15. Any other business for noting or including on the next agenda on Thursday 2nd November 2023.

No issues were raised.

16. To resolve to exclude press and public under the Public Bodies (Admissions to Meetings) Act 1960: the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information

a) To discuss staffing matters

It was resolved that members of the public would be excluded as the Parish Council had confidential staffing matters to discuss.

There being no further business the meeting closed at 8.55pm.

Signed (Chairman) Dated