

**RISBY PARISH COUNCIL**  
**Minutes of the meeting held on Thursday 7<sup>th</sup> November 2024.**

**Parish councillors present: Ian Turner (Vice-chairman), John Fairlie, Ben Ramsay, Simon Gray and Chris Sutton.**

**Also present: Joanne Kirk (Clerk) and District Councillor Susan Glossop.**

**In the absence of the Chairman the Vice-chairman, Ian Turner, chaired the meeting.**

**1. Acceptance of apologies for absence.**

Apologies were received from Parish Council Chairman Derrick Abrey and parish councillor Steve Smith 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 and no dispensation requests were received.

**3. Approval of minutes of meeting held on Thursday 5<sup>th</sup> September 2024 and the planning meetings held on Thursday 26<sup>th</sup> September and Thursday 3<sup>rd</sup> October 2024.**

It was resolved that the minutes would be approved. The Vice-Chairman signed them.

**4. County councillor's report.**

No report was received.

**5. District councillor's report.**

Susan Glossop sent a written report which is available on the Risby Parish Council website at <https://risby.suffolk.cloud/meetings/>

She spoke about the following:

- There have been several applications for the West Suffolk Council decarbonisation fund.
- She has sent information through about how homelessness is tackled in West Suffolk.
- Changes to the Winter Fuel Allowance. It is important that people are aware that they may be able to apply for pension credit.
- The Communities Capital Fund.

**6. Public session.**

No issues were raised.

**7. Police Issues.**

No issues were raised.

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

There were no outstanding councillor actions.

**9. 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**
- Bus shelter cleaning - Local Government (Miscellaneous Provisions) Act 1970, s1 - **£270.00**
- Moulton Parish Council – one-off rental fee for clerk's new work printer - LGA 1972, s111 - **£40.00**
- Royal British Legion – poppy wreath and donation - Local Government Act 1972 s138B - **£50.00**
- McGregor Services – grass cutting – Open Spaces Act 1906, ss.9 and 10- **£198.00**

Chris Sutton and Simon Gray signed the Schedule of Payments.

**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			Total
03/09/2024	Phone costs	Stradishall Parish Council	£22.81
10/09/2024	Refund pension costs	Moulton Parish Council	£25.00

10/09/2024	Refund pension costs	Stradishall Parish Council	£16.00
10/09/2024	Refund pension costs	Lackford Parish Council	£16.00
11/09/2024	Phone costs	Ousden Parish Council	£22.81
12/09/2024	Refund pension costs	Moulton Parish Council	£3.00
16/09/2024	Refund pension costs	Ousden Parish Council	£16.00
17/09/2024	Phone costs	Moulton Parish Council	£53.21
30/09/2024	Bank interest received	NatWest	£31.24
17/10/2024	Refund pension costs	Moulton Parish Council	£28.00
17/10/2024	Phone costs	Lackford Parish Council	£22.81

### Payments

Date	Minute	Description	Supplier	Total
10/09/2024	382/10a	Clerk's expenses	J Kirk	£4.32
10/09/2024	382/10a	Scribe accounting software	Starboard Systems Ltd	£165.60
10/09/2024	382/10a	Website hosting fee	Suffolk Cloud	£120.00
10/09/2024	363/9f	Grass cutting	McGregor Services	£198.00
20/09/2024	363/9f	Phone costs	Vodafone	£15.20
01/10/2024	363/9f	Hedge cutting	McGregor Services	£120.00
01/10/2024	363/9f	Grass cutting	McGregor Services	£198.00
21/10/2024	363/9f	Phone costs	Vodafone	£15.20
Staff costs as per confidential cashbook				

d) **Bank balances as of 31<sup>st</sup> October 2024 and confirmation of bank reconciliation.**

Nat West Current Account	£749.67
Nat West Reserve Account	£24,901.12
<b>Total in Banks</b>	<b>£25,650.79</b>

Chris Sutton and Simon Gray verified and signed the bank statements.

f) **Inspection of Council property.**

Steve Smith had inspected the Council's property. The following work is needed:

- Bus shelter Upper Green. The roof tiles need replacing/repairing and the ivy needs to be removed. Ian Turner agreed to arrange for work to be carried out.
- Bus shelter School Road. Remove weeds from the front. These have been removed.
- Grit bin in Hall Lane. The foliage needs to be cleared. Ian Turner agreed to arrange for work to be carried out.
- Grit bin, Quay's Road – lid broken but still closes. Simon Gray agreed to check this and see if it can be repaired.
- Ponds on Upper Green and School Road. The gabions need replacing. This item is ongoing as funding needs to be raised.

Some of the bins and grit bins are looking tired. It was resolved that councillors would check which ones need replacing first and this will be revisited at the next meeting.

g) **Budget 2025/26 and reserves balance.**

The following larger amounts have been allocated in the budget:

- Tree works £2,000
- Pond maintenance £3,500.

With the budget allocations, the earmarked reserves balance in 2025/26 will be £25,356.

It was resolved that:

- The 2025/26 budget would be approved.
- The precept request would be £18,046. The parish council element for a band D household will be £59.53 per annum an increase from £55.47 which equates to £4.06 per annum per band D household, an increase of 7.32%

## 10. Planning

**a) Update on DC/24/1329/FUL**

The Parish Council's initial response was withdrawn following feedback from the Case Officer. An amended response was submitted using the clerk's delegated powers.

**b) Planning applications received between meetings or after the agenda was published.**

- **DC/24/1490/TCA - Lower and Upper Greens Risby - Three Oak (T1 T2 and T12 on plan) one Birch (T6 on plan) and one Sycamore (T11 on plan) prune to give ground clearance of up to two metres.**

This is the Parish Council's own application so no response was submitted.

- **DC/24/1499/TCA - The Old Rectory, School Road, Risby - a. one Laurel (orange on plan) - fell b. conifer (black on plan) remove fallen stem c. one Sycamore (green on plan) crown lift to six metres above ground level.**

It was resolved that no objections would be made to this application and that the Parish Council would accept the recommendations for West Suffolk Council's Tree Officer.

- **DC/24/1616/TCA - Manor Close , The Green, Risby - a. one Willow (T1 on plan) re-pollard to previous points b. one Sycamore (T2 on plan) overall crown reduction by four metres.**

This application was received after the agenda was published. Councillors did not have any concerns about the application. The clerk agreed to submit a response of no objections using her delegated powers.

**c) Any other planning issues.**

No issues were raised.

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

**a) Approve the quote for tree works on T11 and 12 on Upper Green.**

It was resolved that the quote from Leon Brown of £410+VAT to crown lift T11 and T12 would be approved.

**b) Suffolk County Council's consultation on their Local Transport Plan to 2040.**

Details of this consultation have been circulated to councillors for them to compete individually.

**12. To discuss any village issues.**

No issues were raised.

**13. Correspondence.**

**a) Email from West Suffolk Citizen's Advice updating Risby Parish Council about the services they provide to support West Suffolk Residents and requesting a donation.**

It was resolved that a donation of £100 would be made.

**14. Any other business for noting or including on the next agenda on Thursday 2<sup>nd</sup> January 2025.**

It was agreed that the date of the January 2025 meeting would be changed to Thursday 9<sup>th</sup> January to avoid the Christmas holiday period.

**15. 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 press and public would be excluded to enable the Parish Council to discuss confidential staffing matters.

**There being no further business the meeting closed at 8.06pm.**

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