

# BADINGHAM PARISH COUNCIL

## MINUTES OF PARISH COUNCIL MEETING Held on Thursday 12<sup>th</sup> September 2013 at 7.30pm at Badingham Village Hall

Reports from District & County Councillors, Police and Enterprise Badingham, and questions from members of public: - None

Meeting opened at 7.31pm

### 1 PRESENT

Cllr S Frost-Chair  
Cllr G Upton  
Cllr D D McQuade  
Cllr L McQuade (7.45pm arrival)  
Cllr J Porter-Hardy  
Cllr R Welham  
Mrs Sue Piggott – Clerk

### APOLOGIES

Cllr J Bellefontaine  
Cllr B Foster  
Cllr S Osborne

1 member of Public in attendance

The Chair announced that with regard to the apology for absence for Cllr Foster that she had received a letter of resignation from Cllr Foster. Cllr Foster explained that after 42 years serving on the Parish Council he now wished to stand down. Many positive things had happened recently and he felt that the time was right.

Council expressed their sadness and asked the Clerk to write a letter acknowledging Cllr Fosters resignation and valued service. The Clerk would also need to inform SCDC who would put into place the administration required for filling a 'Casual Vacancy'.

### 2 DECLARATION OF INTERESTS

Cllr J Porter-Hardy – Neighbour to Village Hall- Drainage project

### 3 MINUTES OF MEETING 21.8.13 - Approve & Sign

Council approved the minutes for 21.8.13

### 4 MATTERS TO REPORT FROM ACTIONS OF LAST MEETING

Cllr Upton reported that the Village Sign event was very successful with just over 70 people attending, people expressed appreciation for the event. Council formally gave thanks to Cllr Upton and Cllr L McQuade for their organisation of the event.

#### Clerks Report:

**RE-CYCLING BINS** -The Clerk was contacted about problems at the re-cycling bins again. Despite clearance of all the rubbish and surplus glassware on the ground

around the bins, more appeared including beer kegs, rubbish and bottles. The Clerk contacted SCDC and reported a Fly Tipping situation and was told that investigations would be made and they would contact Mr and Mrs Meigh. The Clerk then received an e.mail explaining that SCDC had collected the rubbish and that they had instructed that collection should not be made until after 8am to try to resolve the noise nuisance and that there will be no further actions at this stage.

**FOOTPATH BROCHURE-FOOTPATHS** - The Clerk rang the SCC officer involved in Footpath Brochure following the Chair's concern that there were footpaths that she had walked included in the brochure that were overgrown. The Footpath officer was contacted. The Footpath Officer held back the brochure from print to discuss further, the Chair and Clerk considered the brochure which the officer e.mailed to view, their comments were passed on, it was requested that the PC website address was included, that Tuesday Teas was replaced with information about the Village Pub with photographic reference. The Footpaths officer passed on the notification about the difficulties of overgrown and impassable points on the footpaths included in the brochure.

#### **DRAINAGE SITE MEETING TO DISCUSS PROGRAMME AND SPEC OF WORKS, INCLUDING HIGHWAYS**

The Clerk contacted SALC for advice on the legal requirements necessary connecting to a neighbour's pipe, SALC gained advice from Pretty's (local gov appointed lawyers) Pretty's explained that an Easement Agreement and Licence will be required and the cost would be £980 + VAT. The Clerk spoke to local barrister who has advised that he would assist in drafting an appropriate letter for both parties to sign and hold with deeds which would cover the requirement.

Two Site Meetings were organised. The Chair and Clerk attended a meeting with SCC Highways Mr Bob Clench. They viewed the proposed site and pipe access for works described in the quote. Mr Bob Clench of Suffolk Highways gave his time and advice. It was made clear that it would be better not to look to connect to pipes on land belonging to Highways and to keep it within the village hall land. The land registry maps were considered and the best option was that a pipe run should run from the back of the vill hall car park from the constructed French Drain to the front boundary of the village hall close to the telegraph pole where a manhole cover should be placed and pipe connection to the pipe that runs through Cllr Porter-Hardy's land and very front of property and boundary.

The Clerk had to advise that the works agreed would be taking place on land other than village hall land, it was important that works did not take place for anyone other than the village hall, the Parish Council would not be acting legally to effect works to property and on land that did not belong to them. The Clerk then arranged to meet with the Manager of Brooks and Ward, this took place the following week. The Manager of Brooks and Ward with the help of Bob Foster ascertained that the pipe running through the neighbouring property was in good order and very clear, an inspection exercise was not necessary and the spec of works will be re-quoted in response to not going ahead with item 1 on the quote, ie. Inspection, sandbagging and grill to pipe end. In place a pipe will be laid from the French drain to run diagonally across the car park to a manhole cover and joint to meet with a drainage grilled pipe at the front edge of the car park which will be installed to connect with the pipe running under the neighbouring property at the very front the boundary close to the telegraph pole.

**VILLAGE SIGN CEREMONY**- The Clerk liaised with Cllr Upton and Cllr McQuade. The Clerk designed and sent out invitations via e.mail and the post. Thank you letters to the volunteers were sent with a formal invitation enclosed. The Clerk sent out formal invitations and press releases to Dr Dan Poulter, Revd Olanczuk and Craig Robinson of the EADT. The Clerk liaised with Simon Benton who completed the plaque and fixed it to the oak post of the village sign the day before the ceremony.

**PLANNING-** The Clerk contacted Laxfield Parish Council, who informed her that it was too late to make any comments with regard to the wind turbine but thanked being contacted. The Clerk spoke to SCDC with regards to the Lime Tree Farm application, they acknowledged the confusion and stated that the Proposal should read Extension to Shed and agreed to extend the deadline to 13<sup>th</sup> September so that it could be re-considered

Council voiced their appreciation to the Clerk and their concern that the Clerks work load had increased substantially recently and that remuneration for the extra hours worked should be addressed.

## **5.0 FINANCE**

**5.1** Council approved the Financial Statement

**5.2** The Clerk informed the Council that signatories for the account were needed, a minimum of 2 were required ideally 3 to 4. Following Cllr Foster's resignation the only signatory was Cllr Bellefontaine. Cllr Upton, Cllr L McQuade, Cllr D McQuade, and Cllr Welham agreed to be registered signatories for the account. The Clerk provided the necessary paperwork and would forward to Barclay's administration. **SP**

Council members agreed to bring item 9 forward to item 6 to ensure a decision was made.

## **6 DEFIBRILLATOR SITING AT VILLAGE HALL-**

Following the decision in principal to agree to siting the defibrillator at the Village Hall the further details and information were considered. The BCC informed the council that the defibrillator will be sponsored by East of England Co-op who will maintain the defibrillator, the BCC will pay £10 per year to cover electrics. The council unanimously agreed that they were happy for the Defibrillator to be sited in the outside porch of the Village Hall under these conditions. The Clerk will e.mail Mr J Newman, BCC. **SP**

**7 PLANNING –** Following confirmation of Proposal and extended deadline - Council considered Application DC/13/2180/FUL: Extension to Storage Shed, Lime Tree Farm, Pound Green Rd, Badingham. Council agreed that they had no objection.

## **8 FOOTPATHS – Cllr B Foster**

The Footpaths brochure has walks that at present are not in good order. The Footpaths officer and SCC are working to ensure that the footpaths used will be in good order.

## **9 VILLAGE HALL**

**9.1** Drainage Works update, an easement agreement is required for the expected part of the drainage works project that leads a pipe to and joins the established drainage pipe which runs down the neighbouring land to the Village Hall. Council considered the option offered that Mr Knott drafts a letter for both parties, and felt that money could be saved, more details were needed from Mr Knott with regards to this suggestion. **SP**

**9.2** The Clerk had spoken to Robert Horne village halls advisor and community action Suffolk, Robert Horne had explained that he was able to offer the service of producing a 'Health Check' report for the village hall at a cost of £99 ex VAT. Council considered this and agreed that this should happen as soon as possible and that they should meet to discuss the findings at confidential meeting. The Clerk was asked to arrange a hall booking for this meeting to take place on October 3<sup>rd</sup>. **SP**

**10 PARISH PLAN RESULTS PRESENTATION EVENT**

Council considered the recommendations of sub-committee following their meeting. The recommendations that the questionnaire should be presented as an electronic presentation at the event in the Village Hall and that some hard copies should be available for those who cannot access electronic copies from the website. Council agreed to this. Cllr Frost had received all the final totalled results from Anna Cain these will now be interpreted and be available in simple booklet or electronic form. Council agreed that November 15<sup>th</sup> should be the date to hold the event the schedule to be 7pm refreshments and 7.30pm commencement of presentation. The Clerk will book the hall and include an advert in the Parish Council Echo insert. **SP**

9.30pm - Cllr Porter-Hardy left the meeting.

**11 HIGHWAYS – Cllr Upton - Deferred**

**12 VILLAGE TELEPHONE BOX - Deferred**

**13 VILLAGE GRASS CUTTING - Deferred**  
Council to consider programme of works and costs

**14 CORRESPONDENCE**

**15 ITEMS FOR THE NEXT AGENDA**

**16 DATE/S OF THE NEXT MEETING**  
**October 17<sup>th</sup> – 7.30pm**

**Meeting closed 9.45pm**

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**Chair**

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**Date**