

# BADINGHAM PARISH COUNCIL

## MINUTES OF PARISH COUNCIL MEETING Held on Thursday November 17<sup>th</sup> 2011 at 7.30pm at Badingham Village Hall

Reports were invited from District & County Councillors, Police and Enterprise Badingham, and questions from members of public.

### **POLICE - None**

### **DISTRICT & COUNTY COUNCILLORS –**

#### **County Cllr Colin Hart**

*There have been changes in the leadership of Suffolk County Council. Deborah Cadman has been appointed the new permanent Chief Executive. Deborah has 28 years public sector experience, six years of which as chief executive at St Edmundsbury Borough Council.*

*Cllr Hart is now the Chair of the Scrutiny committee, one of the scrutiny committee's remit is to hold the cabinet to account.*

*Libraries have been under threat, but the policy to cut library provision has been reversed following results of consultations with the public.*

*Suffolk County Council are having to look to save £50 million over the next two financial years. The Council must now look to redesign the way the council works, protecting front line services and keeping council tax down.*

*Cllr Hart confirmed that he still has a Locality Budget and Quality of Life Budget, which Parish Councils are able to submit applications for, should they need to.*

#### **District Cllr Christopher Hudson**

*Suffolk Coastal District Council still works towards efficiency, and shares services with Waveney District Council. There is a lot of interest in the proposed 'Localism' bill which the government sees as a way of moving power to come from the bottom upwards rather than from top down.*

*The Planning at SCDC is under much pressure and needs more personnel for enforcement cases.*

*The work to raise enough funds to launch Castle Radio continues, a recent sponsored ladies bike ride 'Belles on Bikes' took place and raised £1,000.*

*Sustainability of the station is important to support the capital expenditure.*

*Equipment has been purchased and two suites at the Framlingham Tech. centre secured. The station will be internet based with online learning a part of the core structure to programming.*

### **ENTERPRISE BADINGHAM –None**

**QUESTIONS** were invited from the public.

*Statements were received from two members of public these were, that they did not like being given the opportunity to ask questions at the beginning of the meeting, but wished to be able to make comments of what was said in the meeting at the end of the evening.*

*The Chair explained that following training and advice from SALC that Public Question time, if and when offered should be at the start of the meeting, this allows*

*for any views on Agenda items including Planning Applications to be given so that Councillors are aware when they come to discuss and vote on resolutions accordingly.*

*A member of the public asked if 'Pocket Park' would be reviewed since it appeared to not serve a purpose for the village. The Chair explained that it is to be reviewed in due course.*

Meeting opened at 7.45pm

**1 PRESENT**

Cllr S Frost-Chair  
Cllr M Bostock-Smith  
Cllr J Bellefontaine  
Cllr J Porter-Hardy  
Cllr B Foster  
Cllr G Upton  
Cllr R Welham  
Cllr D McQuade  
Mrs Sue Piggott - Clerk

**APOLOGIES**

Cllr L McQuade

**In Attendance:** 4 members of public, County Cllr Colin Hart and District Councillor Colin Hudson

**2 DECLARATION OF INTERESTS**

Cllr M Bostock-Smith and Cllr J Bellefontaine declared their interests in the Village Hall as trustees and members of the committee.

**3 MINUTES OF MEETINGS HELD**

The minutes of the meeting held on 13<sup>th</sup> October 2011 were approved as a true record and signed.

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

The Clerk reported that prices have been obtained from SCDC for Dog bins 25 litre bins - £195 + VAT and 45 litre bins - £250 + VAT. There is no charge for emptying, they must be sighted within 50 metres of the highway.

**5 FINANCE**

**5.1** The Financial Statement was agreed

**5.2** The Clerk announced that the External Audit report had been received and was available for viewing. The statement and public notice needs to be displayed with copies of the Year End Audit statement. Cllr Bostock-Smith will display on the notice board accordingly.

**6 PLANNING**

Planning application:

C/11/2409

Location: Maple Pollard, Poplar Farm, Cransford Lane, Badingham.

Proposal: Continuation of use of track for taxiing & taking off & landing aircraft, and retention of polly tunnel shelter for housing aircraft (renewal of temporary planning permission C09/1338 8 year period proposal).

Council considered the proposal. Council agreed that the one light aircraft with once weekly movement, housing that was unobtrusive, alongside having received no local complaints about the site lead them to believe that there was no reason to object to the proposal. The application received fully agreed council support. Council however felt that they would prefer to support a 5 year period rather than the 8 year period. The Clerk was requested to make this response formally to SCDC. **SP**

**6.2** Application results:

Applications C11/1106 & C11/1105 have been granted.

**6.3** In accordance with procedure the Chair made council aware that the Planning Applications should now be received by the Clerk. Applications should come before the council at meetings and the responses submitted by the Clerk according to the result of council agreement. It was requested that the Clerk notify SCDC so that all applications are received by the Clerk direct. **SP**

## **7 TRAINING**

**7.1** The Chair explained that it was important that the council endeavoured to conduct themselves and meetings according to correct process. The Chair read out the following statement:

PROCESS OF MEETINGS, AGENDAS, CORRESPONDENCE

(i) Meetings can only deal with business items which are printed on the Agenda  
Councillors views are only appropriate when debating Agenda items and when a decision is required. (ii) No Councillor may take part in a meeting by proxy.

(iii) No councillor has exclusive rights to an opportunity to express views when other councillors do not have such opportunity. (iv) Councillors should accept a decision when it has been made, even if a councillor may not agree. Democracy respects the majority rule. (v) Correspondence may only read out by the Clerk or Chair and not by individual councillor's, and at all times the Chair should have notice of correspondence received and of any requests to be read out, the discretion of the Clerk and Chair will ensure only appropriate items are presented at meetings.

**7.2** Council members agreed that the two modules for the next training session should be Finance – Setting and Managing Budgets and Publicity.

The Clerk was asked to consider any training that would be beneficial for her role as Clerk, so that it can be considered when setting the forthcoming budget. **SP**

**7.3** Council agreed that the dates of either 18<sup>th</sup> or 19<sup>th</sup> January would be best to set for the Bespoke Training session. **SP**

## **8 PARISH PLAN REVIEW**

**8.1** The Chair reported that the Working group had met on 9<sup>th</sup> November. The recommendations following that meeting for the Parish Council to consider are that (i) a full questionnaire be produced (ii) that the questionnaire be hand delivered and collected within an agreed timescale (iii) to advertise the questionnaire using the Village Website, Echo, Notice Board, Pub and Village Hall User Group notice board. (iv) To conduct a small pilot survey prior to launching the questionnaire to the village.

- 8.2** The Chair explained that the Questionnaire is being checked by SALC who will advise on and verify the soundness of the questions.
- 8.3** Council agreed that Cllr D McQuade provide a summary of the status of definitions for social and low cost housing, to aid notes for inclusion in the questionnaire. Cllr DMcQuade will forward this to the Clerk. **SP & DM**
- 8.4** Council agreed to consider the recommendations of the working group at the next meeting, which would also follow receiving advice from SALC.

## **9 HIGHWAYS**

Cllr Upton has received complaints with regard to the sunken surface around the man-hole cover in the road close to New Leighs. Highways are notifying Anglian Water. Cllr Upton shall maintain contact to endeavour assurance that this hazard will be dealt with and the road made safe. **GU**

## **10 E.MAIL CONTACT POLICY**

The Chair is yet to receive all the information required to form a complete policy, this will be hopefully received by the next Parish Council meeting.

**SF & SP**

## **11 PUBLICITY CODE**

Council agreed that the Publicity code should be added to the Standing Orders.

**SP**

## **12 POCKET PARK**

**12.1** The Clerk presented the recent ROSPA report. The report ear marked some areas of medium risk which included making the base of legs on some equipment and goal posts sound, also the ground surface in areas needs attention.

**12.2** Council agreed to give Cllr Bellefontaine the report for both last year and this year, to help in instructing the contractor in the work that is required for the site, and to report back on a quote for the works. **JB**

## **13 VILLAGE HALL**

**13.1** A recent hirer having booked the hall for a function, has left walls marked with beer stains, the deposit has not been returned, Cllr Bellefontaine is organising for the walls to be painted.

**13.2** Councillors agreed that the Village Hall could benefit from the outside being painted and the car park being re-gravelled. Cllr Bellefontaine will add these points to the Agenda of the next Village Hall meeting. **JB**

## **14 VILLAGE LOW COST HOUSING**

Hascoe housing confirmed that they have no vacancy at New Leighs. Cllr Foster reported that he has 2 definite and a possible 3 local people requiring a property.

## **15 DOG BINS**

Council considered the cost of dog bins. Council agreed that the 25 litre size would be adequate and a siting in 2 places would be beneficial. Council agreed to apply to Cllr Colin Hart for funding from his Locality Grant to cover

the cost of two dog bins, the Clerk was requested to write formally to Cllr Hart.  
**SP**

**16 CASTLE RADIO**

Council considered how to support Castle Radio Station following contact made with Badingham Parish Council. Council agreed that more information was needed as to the coverage and how the radio station would be delivered to Badingham. In principle council supported the idea but would welcome more details.  
**SP**

**17 CORRESPONDENCE**

**17.1** A letter accompanying information has been received from the Pageantmaster of the Queens Diamond Jubilee Beacons, inviting Parish Councils an opportunity to become a beacon location. The two beacon options are traditional bonfires or a Church Tower Beacon which are fuelled by two small bottles of propane gas. Council agreed that they would be interested in the Church Tower beacon, the Clerk will seek greater details including costs.

**17.2** The Chair reported on the information received re Local Area Meeting at SALC on 21<sup>st</sup> November, since no councillor is able to attend on this occasion she will attend herself.

**18 ITEMS REQUESTED FOR THE NEXT AGENDA**

- BUDGET
- FOOTPATH MAP
- ECHO – SUMMARY OF MINUTES
- 2<sup>ND</sup> NOTICE BOARD
- MAINTENANCE COST REVIEW OF POCKET PARK

**19 DATES FOR MEETINGS – DEC 2011 – JAN-MARCH 2012 & BUDGET MEEETING**

Council agreed to set the PC meeting date should be Dec 8<sup>th</sup> and for the January meeting Jan 25<sup>th</sup> or 26<sup>th</sup>.

Meeting Closed at 9.35pm

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Chair

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Date