

BADINGHAM PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING Held on Thursday 17th October 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 7.30pm

1 PRESENT

Cllr S Frost-Chair
Cllr G Upton
Cllr D D McQuade
Cllr L McQuade
Cllr S Osborne
Cllr R Welham
Cllr J Bellefontaine
Mrs Sue Piggott – Clerk

APOLOGIES

18 members of Public in attendance

2 DECLARATION OF INTERESTS

Cllr J Bellefontaine – Chair of Village Hall Management Committee

3 MINUTES OF MEETING 12.9.13 - Approve & Sign

Council approved the minutes for 12.9.13

4 MATTERS TO REPORT FROM ACTIONS OF LAST MEETING

The Clerk forwarded the necessary paperwork on to Barclay's Bank giving instructions to register new signatories those being Cllr Upton, Cllr L McQuade, Cllr D McQuade and Cllr Welham.

The Clerk wrote to Mr J Newman giving confirmation that the Parish Council were happy for the BCC to organise and manage the defibrillator and to site it in the Village Hall Porch.

The Clerk made enquiries with regard to getting an easement agreement drawn up to cover the connecting of pipe-work within the drainage project to an existing pipe on the neighbouring land belonging to Cllr J Porter-Hardy. The Clerk was advised that each party should have it's own solicitor or legal advisor. The Clerk rang another Solicitor's practice to enquire the rate for drawing an easement agreement on behalf of the Parish Council. The quote given was an improvement upon that of Pretty's solicitors, Attwells quoted £300, plus submission to land registry fees of £40.

The Clerk contacted Mr Horne, Village Hall's advisor to commission a 'Health Check' report for the village hall. An appointment was made for Thursday September 19th.

The Clerk met with Mr Horne and his colleague Claire Taylor Crisp on site, also present Cllr Frost and Michelle Cole. Mr Horne carefully inspected the outer

structure and the internal parts of the building. Mr Horne then discussed the documents including the Deed that he holds, to explain the constitution. Sue Piggott agreed to forward copies of documentation held by the Parish Council, Mr Horne could then confirm the constitution in place for the Village Hall and this would be included when he presented his report.

Following the Village Hall committee meeting held the night of Mr Horne's visit, the committee requested the presence of the Parish Council at the presentation of the report. The Clerk re-arranged timings for the confidential meeting scheduled for October 3rd. The Village Hall committee together with the Parish Council met to receive the presentation of the report by Robert Horne. The Parish Council Confidential meeting followed to assess how to deal with issues arising from the report. As a result of this meeting the Clerk was asked to arrange an emergency confidential meeting for Thursday 10th October.

Following the report the village hall committee acted upon the urgency of the advice from Robert Horne and appointed a structural engineer to gain a report and advice on what was considered serious cracking and bowing of walls. Members of the Parish council were invited to attend the initial assessment site meeting of the structural engineer. The Clerk attended, the structural engineer advised that the Drains should be attended to, the Clerk confirmed that this was in hand. The Clerk asked for advice as to whether this work should be stalled to await what may come of his visit and report, the engineer explained that the drainage project was necessary and should proceed, it is independent of structural work requirements. The engineer explained that he would appreciate contact and working with the Drainage contractor as he felt that drains could be a contributory factor and it was essential that the drain running under the village hall main floor was inspected and that he was given the results.

The Clerk received the revised quote from the Drainage contractor on Tuesday 15th October, this covers the pipe run taking place within the length of the village hall grounds and not across to use the existing pipe running within Cllr Porter-Hardy's grounds as per the original spec of works and quote. Instead the connection can be made at the very front of Cllr Porter-Hardy's property. The easement agreement can only be commissioned and drawn up when the contractor gives the exact details and spec of the connection.

The contractor confirms that he is able to start work in 2 to 3 week's time, either week commencing 28th October or 4th November.

5 FINANCE

Financial Statement – Council approved the Financial Statement

6 PLANNING

Council to considered the applications:

DC/13/2808/PNH, Bankside, Mill Rd, Badingham- Proposal: Erection single storey extension to north rear elevation.

Council agreed that they had no objection

DC/13/2931/FUL, The Old Rectory, Badingham-Proposal: Single storey Orangeryextension to courtyard-side elevation

Council agreed that they had no objection.

7 VILLAGE HALL

- 7.1** Council to considered the 'Village Hall Health Check' document completed by Community Action Suffolk Village Hall Consultant. The serious nature of the advice given and in particular an appointment of a structural engineer to assess and provide information for actions required to address the visible

structural decline was of great concern. This report allows the council to work with the Village Hall committee to consider the Village Hall's future and options that could be put in place for its future. It was important for the community to understand and be involved. The Council recognised the clarity of advice, that being that the Village Hall whilst being owned under freehold ownership by the Parish Council in accordance to the deeds has to be managed by a management committee.

7.2 Advice was sought and has been given in respect that the Parish Council is able to increase its representation on the management committee. Since the Village Hall appeared to be at a crisis point in management, council agreed that they should nominate four members for co-option onto the management committee, Cllr Frost proposed that:

Cllr Upton, Cllr D.McQuade, Cllr Welham and Cllr Frost apply for co-option onto the Village Hall Management Committee. The motion was carried 7 votes for and 1 abstention. The Clerk was asked to write a formal letter of application for co-option of the four members. **SP**

7.3 Council expects that the Village Hall AGM date will not be set until the Community Action Suffolk Village Hall advisor has drawn up formal contracts for committee members to sign and hold, this will ensure full understanding of committee members and Trustee status. The Clerk was asked to liaise with Robert Horne -Village Hall Advisor. **SP**

7.4 The Clerk explained that following further talks with the Highways officer and the Drainage contractor that the works to connect piping from the Village Hall Drainage system to the existing pipe that runs within the neighbouring plot of land owned by Cllr Porter-Hardy, under the pavement and road has been re-considered. Highways have confirmed that they will now allow the connection to take place under the pavement. The Clerk brought to the attention of members that this option will not require an easement agreement but a licence which has only a slight cost.

7.5 The Clerk reported that she had just received the revised plan and quote for works for the Drainage Project. The costs have increased by just under £2,000. The Clerk had immediately notified the Lottery Funding Officer and forwarded the revised spec. of works and quote; the officer is considering the changes and will confirm that the advanced funding remains, this should be sometime next week.

7.6 The Clerk explained to council members that the works to connect pipework under Highways pavement has been verbally quoted for by the Contractor this will be approximately £850, he is happy to work with Highways. It must be expected that the extra costs for the project will amount to £3,000. There is no time to apply for external funding, and a decision was needed to use un-reserved monies in the Business (Deposit) account to meet this extra cost. Council considered the financial statement and this option and all agreed that this extra expense must be met using un-reserved monies.

8 PARISH PLAN RESULTS PRESENTATION EVENT

Cllr Frost explained that the presentation of the Results document will be via Power Point on the night of the event. Hard copies will be made available for those who wish for paper copies. It is hoped that on the night an exhibition of old photographs of the village will be included. Cllr Upton will liaise with Mr Warne to gather photographs for the exhibition. A sub-committee was agreed

to organise the catering for the event. The members for the sub-committee will be Cllr Frost, Cllr L McQuade and Cllr Upton. A budget of £100 was agreed. The sub-committee agreed to meet on October 31st at 7.30pm.

9 VACANCY ON PARISH COUNCIL BY CO-OPTION CAN NOW PROCEED

Council agreed that an advertisement to fill the Cllr vacancy by Co-option should be placed in the next edition of the Echo and placed on the Website, a poster also to be placed on the notice board. The deadline for applications was agreed this will be January 31st 2014.

10 RECOGNITION OF MR B FOSTERS 42 YRS AS PARISH COUNCILLOR

Council agreed that a presentation of a gift should be made to Bob Foster to recognise his 42 years of service. A sum of £50 was agreed by council. Council agreed that this should happen at the Parish Plan event on November 15th.

11 CORRESPONDENCE

The Clerk read out a letter from a gentleman who was trying to locate wartime searchlight battery locations in the country, he requested information with regard to the village of Badingham. Cllr Upton, will speak to Victor Warne for any information that could be provided for a reply.

12 ITEMS FOR THE NEXT AGENDA

- Telephone Box
- Grass cutting requirements and contract
- Pocket Park - Management

13 DATE/S OF THE NEXT MEETING

December 5th 2013
February 6th 2014
March 20th 2014

Meeting closed 9 pm

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Chair

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Date