

BADINGHAM PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
Held on Thursday 20th June 2013 at 7.30pm
at Badingham Village Hall

Reports from District & County Councillors, Police and Enterprise Badingham, and questions from members of public:

Meeting opened at 7.30pm

1 PRESENT

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

APOLOGIES

Cllr B Foster
Cllr S Osborne

2 DECLARATION OF INTERESTS

Cllr Bellefontaine declared that he held the position of Chair of the Village Hall Management committee.

3 MINUTES OF MEETING 9.5.13- Approve & Sign

The minutes of the meeting held on May 9th 2013 were approved and corrections made to the name of the Planning Applicant and spelling of diffribulator.

4 MATTERS TO REPORT FROM ACTIONS OF LAST MEETING

Clerks Report:

The clerk attended and minuted the Annual Parish Meeting on May 17th, Cllr Shirley Osborne, Vice Chair chaired the meeting.

The clerk completed all the required paperwork and collated all the evidence of the year's administration for scrutiny by the Internal Auditor. The Internal Audit is now complete, the Clerk has collected everything and has submitted the required documents to the External Auditor BDO the External Audit body that has been re-appointed by government. All the enforced deadlines have been met. All has been cleared as present and correct and signed off for External Audit by the Internal Auditor.

The Clerk submitted the agreed response of no objection for the Planning Application at Longlea House, Mill Road as agreed and requested by council The Clerk has sent the signed contract to BT to officially adopt the Telephone Box a response will be sent in due course.

The Clerk has been in contact with Anna Cain re collating the actual response totals of the Parish Plan Questionnaire from the Survey Monkey computer programme. There are complications that the Clerk and Anna are attempting to understand. Anna is in contact with Survey Monkey. At present there appears only to be percentage records and no totals shown for actual

individual responses. Anna will report as soon as she as she can, Survey Monkey are faceless and can only be e.mailed. Anna will then be able to assess whether she is able to take on the task.

The Clerk forwarded the balance payment to Simon Benton for the completed village sign metal work. Cllr Foster confirmed that he was working with his brother and Mr Ruffles to complete the fixings and brickwork plinth which will accommodate the village sign. The Clerk understands from Cllr Foster that a well-seasoned oak post was sourced, this was treated with linseed oil by Cllr Foster before assembling the post. Cllr Foster paid for the post and needs reimbursement, the post cost £130 exclusive of VAT. Simon Benton would very much like to attend the Village Sign placing ceremony when it takes place. The Clerk wrote a letter of response as requested by council to Mr Appleby, the Clerk distributed the letter to councillors.

The Clerk liaised with Cllr McQuade and has received all the quotes submitted by the different companies that were invited to tender for the drainage works at the village hall. The Clerk has sent out scanned copies of each quote to all councillors.

5 FINANCE

Council agreed the Financial Statement.

6 PLANNING

Essex & Suffolk Water has submitted more detailed plans. Planting of laurel is intended to create a green wall to hide the station. Council agreed that indigenous planting would be preferable, and that it was important that those living nearby were considered. The Clerk was requested to contact the Project Manager. **SP**

7 PARISH PLAN REVIEW

7.1 Council agreed to re-instate the sub-committee to arrange the document production and Village Hall event for members of public to be involved in forming an Action Plan. The sub-committee will bring recommendations to the next council meeting. Council agreed this sub-committee meeting to convene on Monday 29th July 8-10pm at Cllr L McQuade's house

7.2 Council agreed that Anna Cain should go ahead and total the responses from the Survey Monkey programme. Advice needs to be sought from Survey Monkey to understand the confusion of data which is represented on the programme.

8 VILLAGE SIGN

Council considered the next step for the Village Sign. The plinth with post has been put in place by Mr Ruffles and Cllr Foster, with other volunteers. Council agreed that a formal thank you should be published when the full details of the volunteers are known.

8.2 Council considered the Village Sign 'unveiling' event. Council agreed to form a sub-committee to bring recommendations back to the next council meeting. Cllr Upton, Cllr L McQuade, and Cllr Frost agreed to form the sub-committee. Cllr Upton and Cllr L McQuade will draw up a list of personalities to nominate for the ceremony. Council agreed on refreshments at the village hall, and inviting people such as the County and District Councillors. Council agreed on

the most realistic time to complete the arrangements, it was decided that immediately after the school holiday time would be preferable, and that the beginning of September was most realistic.

- 8.3** The Clerk will be given the details to place an advert into the Parish Council insert for the Echo. **GU & LM**

9 VILLAGE HALL

- 9.1** Council considered the quotes that had been submitted and circulated by the Clerk. After careful consideration, council agreed to appoint Brooks and Wood Ltd.

- 9.2** The Clerk was requested to make an application for Lottery Funding to total the full amount. **SP**

- 9.3** The Clerk was asked to check the conditions of the insurance held for the Hall **SP**

- 10 LOW COST HOUSING** - Nothing reported

- 11 FOOTPATH BROCHURE** – Nothing reported

- 12 HIGHWAYS** – Nothing to report

- 13 GRASS CUTTING REQUIREMENTS FOR THE VILLAGE** - Deferred

- 14 POCKET PARK** – Nothing to report

15 CORRESPONDENCE

- 15.1** A letter of notification from Badingham Playschool giving details of their application to close the road from Blacksmiths Pightle side of the village hall to the other side of the village hall for 4 hours 10am to 3pm.

- 15.2** A letter from Suffolk Constabulary giving an update on the situation of the mobile police station, explaining that a smaller vehicle will now be used and will be able to be driven by all the PCSO's and PC's on each SNT which will ensure a wider coverage.

16 ITEMS FOR THE NEXT AGENDA

17 DATE OF NEXT MEETING

Wednesday 21st August 7.30pm

Meeting closed 9.50pm

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Chair

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Date