

BADINGHAM PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
Held on Monday March 25th 2013 at 7.30pm
at Badingham Village Hall

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

Police Report There are two recorded crimes for the Parish of Badingham as below
A theft in Jan 2013 & a common assault in Feb 2013

The next SNT meeting will be held in on Wednesday 10th April 2013 from 2pm at Saxmundham market hall.

PC Mark Bryant is on secondment and the PC covering Badingham is PC 1410 Jeff Burt - jeffery.burt@suffolk.pnn.police.uk / tel 101 Framlingham Police station.

Framlingham Development Trust gave a presentation of the project they are embarking on to provide Framlingham and neighbouring villages with a centre offering sports and youth based facilities. The location is the site that was occupied by the police station. A modular purpose built building will be developed on this site to accommodate the activities deemed to satisfy the local communities. The Funding is expected to be from European development funding, Lottery and Sports Council with smaller amounts from SCC and SCDC and other local funding providers. Framlingham Development Trust representatives hoped that Badingham Parish Council would give support in principal to the project.

Meeting opened at 8.10pm

1 PRESENT

Cllr S Frost-Chair
Cllr S Osborne
Cllr L McQuade
Cllr J Porter-Hardy
Cllr B Foster
Cllr G Upton
Cllr D McQuade
Cllr J Bellefontaine
Cllr G Upton
Mrs Sue Piggott – Clerk

APOLOGIES

5 members of Public

2 DECLARATION OF INTERESTS

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

Cllr Upton – Family connections to Mr S Benton, Village Sign designer.

3 MINUTES OF MEETING – 28th January 2013

The minutes were approved and signed following a spelling correction to Cllr Welhams surname.

4 MATTERS TO REPORT FROM ACTIONS OF LAST MEETING

Clerks Report:

The Clerk returned the Precept request to SCDC as frozen at £8,000 and applied for the grant of £217.48 that was offered to offset the changes to the tax base.

Following this, when the community tax bill reached residents in Badingham, the Clerk received queries. The Clerk contacted SCDC and requested clarification as to why the bill was showing an increase of 2.8% against the frozen £8,000 precept. It was explained, that this related to the total £8,000 and was due to the adjusted tax base for the village. Because those on benefits no longer have SCDC supporting the precept part of the tax payments there is no contribution from this sector. It leaves households not in this category in the village to share the precept payment between them. This means that although the precept is the same that the amount to cover is an additional 2.8% which represents the shortfall due to those on benefits no longer contributing via SCDC. This 2.8% shortfall when shared out totals approx £1 annual increase per household. The precept remains frozen but costs approx £1 more for the year because of the governments changes in the tax base.

The Clerk contacted Anna Cain, the person appointed to input the Parish Plain review questionnaire responses into the analysis programme Survey Monkey. The Clerk liaised with her, and arranged the delivery of the questionnaires. The work proceeded in a very timely manner and last weekend the task had been completed with a final bill of £208, well within the budget set for this work. The Clerk has forwarded the Survey Monkey results on to the person that is willing to produce the final document. Council now needs to agree the type of document and costs for production and distribution to the village.

The Clerk gave instructions to SCDC to install the dog bins. However the officer responsible now requires exact positioning with map or drawing to clarify so that the positions can be inspected before agreement can be given.

The Clerk received the Village Sign paper work from Simon Benton which required the order to be confirmed within a 30 day deadline. The Clerk organised an extra ordinary meeting for 14th March to enable this. Following the agreement of the costs for the work, the Clerk sent Simon Benton the 50% deposit to secure the order for the village sign metal work. Simon Benton confirmed that he was in receipt of the cheque last week and that he will keep in contact with regard to the progress, he expects the work to be completed in 4 to 6 weeks, during this time he will send out the options for powder coat finishes which will be either matt black or a dark metallic anthracite. He considers that the anthracite would be stunning against the polished stainless steel.

The Clerk contacted Suffolk Acre for advice with regard to the legalities for capital projects against the deed held by the Parish Council for the Village Hall. Mr Horne, Village Hall advisor checked all the deeds and agreements held for Badingham Village Hall before giving his advice. He confirmed that the Parish Council owns both the land and the hall and are not just custodians. The Asset is owned by the Parish Council. Mr Horne, advised that the Parish Council must at all times approve plans for capital projects. The Parish Council is the land and property owner and effectively landlord Lessee's cannot apply for grants and appoint works for village hall capital projects. The Village Hall Management committee is the only body that can do so but are charged with gaining full approval from the Parish Council. Mr Horne advised that the Parish Council can by way of donation of a grant, donate the work by appointment for example of a Surveyor. It is mandatory to obtain 3 quotes. The Parish Council are also able to commission work for part of the project e.g. the drainage. The VAT can be claimed back by Parish Councils, there are also grants that Parish Councils can access to help with payment of works. The Extra Ordinary Meeting included an item for council to consider this advice. A report will be given under Item 11.

5 FINANCE

The Financial Statement – Council agreed the Financial Statement

6 RATIFICATION:

Council agreed to ratify the Standing Orders, the Financial Regulations and to appoint SALC for the annual year-end Internal Audit.

7 PLANNING - None

8 PARISH PLAN REVIEW QUESTIONNAIRE

The analysis exercise is complete and conversion into a report for publishing will now take place. Mr Bill Dix will work on the data to produce copy for publishing. Cllr Frost asked that photographs to illustrate the document be submitted if possible.

9 DOG BINS

The Clerk has received correspondence from SCDC who need a detailed map and illustration of the exact installation points so that they can be inspected and approved. Cllr Upton agreed to photograph the sites and map reference to forward to the Clerk so that these can be sent to SCDC. **GU**

10 VILLAGE SIGN

10.1 Councillors considered the best position in the village to site the village sign. Councillors agreed that the 'Bench Site' opposite the Pub would be the most visible and appropriate.

10.2 Cllr Welham and Cllr Foster agreed to create a template to represent the dimensions of the sign and to place in situ to help decide on the height of post and plinth dimensions. Cllrs will meet on the site to decide. Cllr Welham will e.mail to arrange a time. **All Councillors**

11 VILLAGE HALL

11.1 The Clerk reported that she had contacted engineers to gather quotes as agreed for a survey of the drainage and surface area. The Clerks report follows:

The Clerk rang for quotes for a survey and advice of works required for the project to improve drainage for the village hall.

The Clerk contacted two surveyors who discussed their role and gave their costs. Two surveyors explained that a drains survey with CCTV equipment would be required to enable them to know exactly where the drains were and the state of them. One surveyor – **Anderson Associates** -suggested that the route of liability towards the landowner could be pursued. The other surveyor **Peter Owen of James Aldridge** –(01473 659956 submitted his quote which is £95 per hour with an expectation of 4-5 hours required.

The Clerk then rang Drainage contractors the following quotes were given. **Suffolk Drains – 01473 206244** (Terry) - £170 ex VAT for CCTV survey + £95 ex VAT to unblock. Should the works prove to be greater they would re-quote on the day.

Aqua Drainage & Plumbing Solutions – 0800 787 544 - £185 ex VAT to provide a full report of the drainage system and to unblock, will provide a copy of the DVD of the CCTV survey.

Dynorod Drains Services – 01603 722325 - £138 inc VAT for 1st hour, + £48 inc VAT for every ½ hour extra needed.

Les Cotton Drainage – The Clerk spoke to Les Cotton who said the only way he could report on the drains would be by digging them up.

The Clerk spoke to Suffolk County Council, Flood management officer, Jason Skelton (01473 260411) . Mr Skelton explained that a landowner is allowed to pass water on overland or ground flow, as is the Village Hall allowed to pass on water. However it is a criminal offence to allow water to pass onto a highway. If this is happening then SCC Highways will work with the village hall to come to a solution which avoids water passing onto the highway, but the costs must be met by the village hall. Mr Skelton advised that a drains survey and works should at this point be conducted and that he will advise where he can, to manage the project. Mr Skelton was able to recommend a contractor that would survey and works to clear the drains, he suggested that the local contractors **Bagnall Morris** would charge £1,000 for a day's work to survey and carry out works to clear the drains. Mr Skelton's call came at the end of Friday 22nd March and the Clerk has not been able to make contact with this contact yet. Mr Skelton also suggested Dynorod Drain services. Mr Skelton explained that works to remedy the drainage would need to involve a soak-away, the Clerk explained the car park area and path area either side of the hall, Mr Skelton explained that it was possible to have a soak-away, but this would be at the plan of works stage.

- 11.2** Council considered the importance of addressing the drainage problem. Cllr D McQuade suggested that he source a suitable qualified engineer to assess the problems and to quote accordingly. Cllr McQuade will liaise with Cllr Foster and the Clerk and arrange site meetings. **DM, RF, SP**

12 LOW COST HOUSING – Cllr R Foster

The Clerk read out a letter from Mr Roffey of Hastoe Housing. Mr Roffey explains in the letter, that the system has now changed and that whilst the 106 agreement is in place, applicants will only be considered if they have registered through the SCDC Gateway Housing system. This then enables them to bid and only once they have bid will they be considered. Council members agreed that they should ask Mr Roffey to attend the next meeting to present the current situation in person. The Clerk was requested to contact Mr Roffey to invite him to the next meeting. **SP**

13 FOOTPATH BROCHURE- Cllr R Foster

Cllr Foster reported that the footpath brochure routes will be walked again by SCC footpaths officer on April 9th. The Clerk reported that she had been contacted by SCC who confirmed that they had been made aware of the problem of horse-riders and heavy ground affecting some of the routes, they are in contact with the landowner and are looking to resolve the problems, they may consider more signs to discourage horse-riders.

14 HIGHWAYS – Cllr G Upton

Cllr Upton reported that she had spoken to SCC with reference to purchasing and placing 2 grit bins in the village. The criteria that SCC needs for grit

spreading and snow clearance by volunteers is that bins must be placed at points where road surfaces are not receiving grit from grit lorries, also that the Parish Council maintains a list of nominated volunteers to spread the grit at these areas.

15 VILLAGE PUB CLOSURE AND SALE

15.1 Council considered the request received for the Parish Council to register the pub as a community asset. The Clerk explained that Parish Councils and groups that are registered charities within the community can register a piece of land, building etc as a community asset. The application is considered by SCDC and takes 6 weeks to respond as to whether the application is granted. If the application is granted, SCDC notifies the owner of the land, building etc. When and if this asset comes up for sale the process is stalled by 6 months to allow the community a chance to bid for the registered asset. A Parish Council could not buy and run a village pub, this would have to be a community group with a charity status. Council agreed that they would not register the village pub but they would support any community group that decided to do so.

15.2 The Clerk read the correspondence from Adnams which confirmed that the Pub was for sale, and would be boarded up.

16 BT TELEPHONE BOX

Council members confirmed that they had read the contract which needed to be signed explaining the commitment and liability of owning the BT Telephone Box. The Proposal to purchase and own the BT Telephone Box was put forward, council members voted, 5 in favour, 3 against and 1 abstained. The motion was carried. The Clerk will administer the Parish Council ownership of the Telephone Box.

17 CORRESPONDENCE-None

18 ITEMS FOR THE NEXT AGENDA

- o Grit Bins

19 DATE OF NEXT MEETING: –

Parish Council Ordinary/Annual Meeting – Thursday May 9th
Annual Parish Meeting – Friday May 17th

Meeting closed 9.55pm

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Chair

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Date