

**BADINGHAM PARISH COUNCIL**  
**MINUTES OF ANNUAL PARISH COUNCIL MEETING**  
**Held on Thursday May 15<sup>th</sup> 2014 at 7.00pm**  
**at Badingham Village Hall**

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

Members of the Public that attended spoke regarding

**Item 13 - Council to discuss a slot prior to commencement of the meeting. -**

The family of the late Herbert Loper has requested a presentation opportunity at the Parish Meeting re land they would like to develop for retirement bungalows.

Comments received were:

That it would not be right to allow a presentation and to leave this to the Planning Application process. That the SCDC SHLAA consultation that took place in 2010/11 considered this land submission and commented that as a Suffolk Wildlife designated site it was unsuitable. There was no point in allowing a presentation. That people were against a presentation. That if the presentation were allowed there should be an opportunity for members of public to voice their views. The site is also unsuitable due to topography and bad road access, with no buses to serve properties for the elderly. That the Parish Plan results were late.

Meeting opened at 7.30pm

**1. MEMBERS TO ELECT CHAIR**

Cllr Frost Nominated herself for Chair, Cllr L McQuade Seconded, the council voted unanimously for Cllr Frost to remain as Chair. Cllr Frost signed the Declaration of Acceptance.

**2 MEMBERS TO CONSIDER ELECTION OF VICE-CHAIR AND REPRESENTATIVES.**

Cllr Osborne nominated herself for Vice-Chair, Cllr L McQuade Seconded, the council voted unanimously for Cllr Osborne to continue as Vice-Chair.

The following representatives were agreed and voted:

Highways – Cllr Upton

Trees/Ponds/Environment – Cllr Welham & Cllr Barber

SALC – whole council

Emergency – Cllr Barber

**3 PRESENT**

Cllr S Frost - Chair

Cllr S Osborne – Vice Chair

Cllr G Upton

Cllr D D McQuade

Cllr L McQuade

Cllr R Welham

Cllr T Barber

Cllr E Meigh

Mrs Sue Piggott – Clerk

## **APOLOGIES**

The Chair explained that Cllr Bellefontaine had tendered his resignation. The Chair visited Cllr Bellefontaine, and wished to publicly thank Cllr Bellefontaine for his 18 years of service as Parish Councillor. The Vacancy has been registered with SCDC and will follow the official process.

## **4 DECLARATION OF INTERESTS**

Village Hall Management Committee – Cllr R Welham, Cllr G Upton, Cllr D McQuade(acting Chair) and Cllr S Frost

Chair Enterprise Badingham Group - Cllr E Meigh, (Chair)

## **5 MINUTES OF MEETINGS: -20.3.14 - Approve & Sign**

Council approved the minutes of the meeting held on 20.3.14

Cllr Upton requested a vote to move Item 13 to allow members of public wishing to observe the decision making and have the choice to stay for the rest of the meeting. Council agreed to move Item 13

## **13 ANNUAL PARISH MEETING -23<sup>RD</sup> May 2014**

Council discussed giving a slot prior to commencement of the Annual Parish Meeting as requested by the family of the late Herbert Loper to give a presentation of land they would like to develop for retirement bungalows. Letters were read out from Mrs Harrison, Mr Knott and Mr Yarham which gave their reasons for not giving a slot for this presentation. Council considered the request and decided that it would be more suitable for this presentation to be delivered at an independent public meeting. Cllr Meigh Proposed that the request was rejected, Cllr Barber seconded and the council voted unanimously to reject the request to give a presentation at the Annual Parish Meeting. The Clerk was asked to contact the family to inform them. **SP**

## **6 MATTERS TO REPORT FROM ACTIONS OF LAST MEETING**

### **Clerks Report:**

The Clerk has asked Bob Foster to give his suggestion for the title of the Badingham Young Persons Community Award, Bob will give his suggestion to the Parish Council shortly.

The Badingham Walks delivered went to print and were delivered to the Clerk. There are a total of 1,400 leaflets, and markers to correlate to the walks to attach to posts along the walks, there is also a brochure holder. The Clerk sent Christine Harrison a letter of appreciation and enclosed a walks brochure within a letter.

The Clerk sent a scanned copy of the Land Registry Title Plan of Bench Site to Cllr Welham which gives the boundary for the parcel of land.

The Clerk was contacted by Simon Trainer with regard to vacancies at New Lea. The Clerk had been made aware of 2 applicants in the village and they were registered as required at SCDC Gateway. They had been trying to bid for properties that were vacant. One applicant was not offered a viewing and had to produce the Section 106 agreement before SCDC agreed to allow a viewing. The viewing took place but the applicant was not allowed the size of property they wished for. An applicant for a 3 bed roomed was only allowed to view a 2 bed roomed. It is reported that the properties are in a poor state of repair with internal sanitary fittings being

unfit for purpose, the tenants are expected to paint the internal walls and woodwork, etc. SCDC appear to dictate the amount of bedrooms an applicant can have, and in the case of a one person applicant, despite their Badingham connection, SCDC will not allow them to bid for a 2 bed property, and would only offer a one bedroomed property in either Chelmsford or Lowestoft. Both applicants were able to cover the rents independently, they work locally.

The Clerk has completed the Year End Audit for both the Internal Auditor and the External Auditor. The External Audit must be submitted by July 1<sup>st</sup>. The Clerk prepared the paperwork to support the Audit for councillors, also for Cllrs to assess the level of financial involvement for any grants towards the Village Hall.

## **7 FINANCE**

Council agreed the Financial Statement. Council considered the Year End Accounts and spreadsheets and agreed for the External Year End Audit Form to be signed by the Chair as required.

## **8 PARISH PLAN-2012**

**8.1** Finalising Brochure Plans – The brochure is almost complete and ready to send to print. The letters from County Cllr Burroughs and Dan Poulter MP to insert in the Forward will be invited as soon as the completed electronic copy can be sent to them. The Chair will send to the Clerk to send on to Cllr Burroughs and Dan Poulter MP.

**SF & SP**

**8.2** Adopt Action Plan - The Projects that result from the Parish Plan will be listed in the Action Plan, and will rely on volunteers in the village coming forward. The Parish Council will attempt to implement those that are possible to achieve. The Action Plan must first be Adopted and this will need to be actioned at the next Parish Council meeting.

**SP**

## **9 PLANNING**

The following applications were considered and responses agreed:

**9.1 Low Farm, Low Street** - Conversion of barn to separate residential unit and reconstruction of existing cart-lodge for garaging an existing residential unit.

**Parish Council agreed to 'Support'**

**9.2 Arillas, Orchard Rise** – Proposed erection of ménage & stable block, change of use from agricultural to equestrian.

**Parish Council agreed to 'Support'**

## **10 POCKET PARK – Cllr Welham**

**10.1** The works to clear the scrub along with grass and hedge cutting has been completed. The bench donated by the Brewster family is to be refurbished and placed in a more prominent position in the village. Council agreed that they were pleased with the way that the grass is being cut in Pocket Park. The Pond will be trimmed and new fencing will be erected. Council agreed that a lifebelt should be in place. Cllr L McQuade will research costs and sourcing of lifebelts for such locations.

**LM**

**10.2** The Play Equipment is being assessed. It is expected that items which are no longer fit for purpose will need to be removed. Council agreed to look to place some new items of equipment to supplement the existing equipment that will remain. Quotes are needed for Nest Swings and other items. The SCDC Play

Scheme Grant money available for Badingham totals just over £3,000.

**SP/RW/ TB**

**11 VILLAGE HALL – Report - Cllr D McQuade**

The Village Hall is looking to address the needs of the Village Hall re-furbishment project. Council agreed to support the Village Hall Committee in completing a re-furbishment programme.

The Interim Acting Village Hall committee has requested that the Council consider in principle supporting the project with a grant. Council agreed to the principle of donating a grant to the Village Hall Committee. Council also agreed that when the Proper Village Hall Committee is formed and the Interim Acting Committee is dissolved that 2 Councillors will sit on the Village Hall Committee. A Meeting of the Interim Acting Village Hall Committee and those that are committing support – BCC, Parish Council, and PlaySchool is scheduled for 29<sup>th</sup> May.

**12 TREE WORKS REQUIRED – Parish Council Land**

The quotes for tree works required on the Bench Site are being sought.

**14 BROADBAND SPEED IN BADINGHAM – Cllr Meigh**

Council agreed for Cllr Meigh to place a piece in the Echo to try to get feedback from people about their experiences and expectations.

**15 CORRESPONDENCE**

A letter from Pauline Skevington of 4, Curlew Court, Saxmundham, who Chairs the Badingham Community Council had been sent inviting members of the Parish Council to the Village Summer Fete on June 21<sup>st</sup> at the White Horse and a Summer Celebration on July 13<sup>th</sup> at the village Church.

**16 ITEMS FOR NEXT AGENDA**

- Hastoe Housing – New Lea – invitation of SCDC representative to present details of processes and implications of 106 Agreement that is in place.
- Footpath Leaflets – Distribution
- Parish Plan – Action Plan
- Telephone Box – Cleaning/Painting and purpose
- Broadband – Problems of Speed in the village
- Parish Council Archiving and Storage to Records Office

**17 DATE OF NEXT MEETING**

Thursday 26<sup>th</sup> June – (Apologies Cllr Upton)

Meeting Closed – 9.35pm

.....  
Chair

.....  
Date