** *SUTTON HEATH PARISH COUNCIL***

 ***MINUTES***

 Of Parish Council meeting held on **Monday 11th March 2024**

 **At 7pm** at the Barnsdale Community Centre, Sutton Heath

**Present**: Cllr Thomas (Chair)

 Cllr Ward (Vice Chair)

 Cllr A Betteridge

 Cllr S Hadley

 Cllr E Prokopowycz

 Cllr M Merriam

 Kelly Thomas (Parish Clerk)

**In Attendance:**

 Stirling Askew (Military Liaison)

 Phil Brown (Preim Representative) for part of meeting

 5 members of public

**Absent:**  Cllr Andrew Reid (SCC)

 Cllr James Mallinder (ESC)

1. **To receive apologies for absence**

Cllr Mallinder (ESC) and Cllr Reid (SCC).Cllr Reid provided a report by email which was sent to councillors before this meeting.

1. **To receive declarations of interest in respect of Agenda items**

Cllr Betteridge and Cllr Thomas stated that as they live on the estate they may ask questions to Phil Brown of Preim.

1. **Phil Brown-Preim Representative (Including public questions)**

**Questions asked:**

*Gritting of roads* - can it be done by Preim? Previous attempts not acceptable. Phil Brown to look into.

*Landscaping/maintenance of the estate* -Do they have a schedule as it seems the estate is looking scruffy. Phil Brown claims this should be carried out every 2 weeks and will request photographic evidence of work being done.

*Drainage/soakaways on the estate (Rise side)* - Still houses that are struggling with excess water on roads. Details of how to contact Phil Brown to advise on areas that need soakaways to be put in the next newsletter.

*Water pipes on Easton Rd side of the estate* - Who are they owned by? If there’s an issue with them who is responsible to fix problems? Would there be an indemnity that could be purchased to cover any unexpected costs? Phil Brown to look into.

*Derelict building* - who owns it and what is being done with it? DIO rent the building from Allington and it is the responsibility of the MOD. Aspirations to demolish. A dilapidation cost has to be made to Allington from the taxpayer, of how much it would be to get the building up to habitable standard again. DIO responsible for the safety of the building. If Parishioner’s write to our MP it may get things moving quicker. Ongoing.

*Tree survey* - To be sent to member of public by Phil Brown.

1. **To approve the draft minutes of meeting held on 8th January 2024**

These minutes had previously been circulated. Also from 11th September 2023. They were proposed by Cllr Ward and seconded by Cllr Thomas.

1. **To receive brief reports from:**
	1. *Suffolk County Council*.Cllr Reid’s report had been circulated to the councillors.
	2. *East Suffolk Council.* Cllr Mallinder did not provide a report.
2. **To discuss finance:**
	1. The clerk provided an income and expenditure report for December 2023 and January 2024. Still awaiting February bank statements.
	2. Ratified by Cllr Thomas and Cllr Ward
	3. Defibrillator. All councillors decided renting was the most cost effective and safest/easiest to use option. New cabinet an option as current one is confusing to use. Check if and how company are informed when device has been used to replace pads. Defibrillator comes with signage to show location. Up to £500 for new box proposed by Cllr Betteridge and seconded by Cllr Thomas. Cllr Thomas and Kelly Thomas to action.
	4. Update from Clerk- Lloyds bank account has been opened and all paperwork is being signed by councillors and will be sent off ASAP. Includes all paperwork for internet banking. Should be up and running within 6 weeks. Then reserve account can be opened at Lloyds and NatWest can be closed once all cheques have been cashed.
	5. Precept has been submitted by the Clerk.
3. **To discuss Gov.com website and email addresses**

Not mandatory yet but maybe in future. Set up fee/subscription? Councillors interested. Kelly Thomas to action.

1. **To review Statutory Documents/Standing Orders.**

Cllr Thomas advised of any amendments that have been made to the documents and added the Events committee. All councillors agreed to changes and are happy with Statutory Documents/Standing orders for 2024. Proposed by Cllr Thomas and seconded by Cllr Merriam.

1. **To discuss MUGA and Bike racks**

Turned down by Lottery funding for larger amount. Cllr Thomas has been looking into other funding options and will try applying elsewhere. Add a bit to precept each year to build up funds for MUGA. Any MOD funding available? Cllr Thomas to action.

Signage for MUGA. Quotes obtained by clerk. Agreed to purchase at £64.75 for one sign. Proposed by Cllr Thomas and seconded by Cllr Betteridge.

Bike racks- Cllr Betteridge has been getting quotes. Clerk to email DIO regarding if they can be fitted near the bus stop. Budget of £350 for two bike racks agreed. Proposed by Cllr Betteridge seconded by Cllr Ward.

1. **To discuss Sizewell C**

Not effecting our Parish at the moment. No comments.

1. **To discuss the Newsletter**

It was decided that advertising in theVillage Voice magazine would not be cost effective and to carry on with our own Sutton Heath newsletter. To include our usual regular features and also look to include a visual charity update to show how we are progressing. To include Preim email and helpline number. Public to email clerk regarding soakaways on roads to be forwarded to Phil Brown. Collection box for old spectacles in Poppies.

1. **Events committee update**

Next meeting 19th March 2024

21st March Bingo and every fortnight

10th May 2024-Quiz night (23 chef to provide food)

8th June D-day celebration afternoon tea dance. 3pm-5pm at the Alan Crompton Hall.

 13th July Summer Fete-School field booked

Remembrance service booked

Christmas afternoon tea booked for 4th December 2024

Donation of flowers for community garden from Parishioner. Many thanks. Cllr Hadley offered donations for vegetable and flower plants.

Excess cooking equipment donated to Each charity in Martlesham. Assets to be removed from list. To be actioned by Kelly Thomas.

1. **To receive public questions**

 There were none.

1. **To consider correspondence from Parish Clerk**

An anonymous letter had been placed in the letterbox behind the noticeboard. It thanked everyone in The Parish Council for all their hard work on events and activities. Also for their dedication and commitment to making Sutton Heath Parish such a lovely place to live. All councillors were grateful for the lovely comments and appreciation. Thankyou whoever you are!!

1. **Any other business.**

Thanks to clerk for hard work from councillors.

Making noticeboard seasonal, more noticeable. To be actioned by Cllr Thomas and Kelly Thomas.

1. **To agree date for next meeting**

13th May 2024

**The meeting closed at 9pm.**

Signed: …………………………………….. …………………………………………..

 Chair Parish Clerk

Date: ………………….………………….. ………………………………………….