** *SUTTON HEATH PARISH COUNCIL***

 ***MINUTES***

 of Parish Council meeting held on **Monday 11 November 2019**

 at 7pmin the Barnsdale Centre, Sutton Heath

**Present:** Cllr C Wearmouth (Chairman)

 Cllr N Ward

 Cllr C Hall

 Cllr L Chalklen

 Cllr R Hirst

 Cllr R Merriam

 M Merriam (Parish Clerk)

**In Attendance:** Stirling Askew (community/military liaison)

Cllr A Reid (for part of the meeting)

Cllr J Mallinder (for part of the meeting)

1. **Apologies for absence**

Cllr C Anderson

2. **To receive Declarations of Interest in respect of Agenda items**

 There were none.

3. **Approval of minutes**

The minutes of the Parish Council meeting held on 9 September were discussed. Cllr Wearmouth suggested that the words “from Trish Wearmouth” under Events 10.1 be removed as the tickets in question were available from someone else. The minutes were otherwise approved by Cllr Merriam and seconded by Cllr Hirst.

4. **Public Questions**

Cllr Chalklen reported that she had been contacted by a member of the public with regard to the condition of the play area. Several pieces of play equipment were in a state of disrepair. Mr Askew said that this was under the umbrella of the MOD and the playground was looked after by the DIO. The condition of the playground is already on their agenda so that area is in line to have a makeover and general clean up in the New Year.

5. **Reports**

1. County Council – Cllr Reid’s report had previously been circulated and will be available shortly on the SHPC website.
	1. Cllr Reid mentioned the transport situation and the fact that the No 71 bus has been re-introduced for the early morning and evening commuter run. There are ongoing communications regarding options on additional services.
	2. Cllr Reid emphasised the commitment of the Council to keep the main roads clear of snow when the time comes, to facilitate ease of movement around the area. The Council have been adding to their gritting fleet for this purpose.
	3. Cllr Reid said that the Suffolk Roadsafe (a partnership between Suffolk County Council, Suffolk Fire & Rescue, the Police, Highways England and the Ambulance Service) has been relaunched and will be visiting 20 schools across Suffolk with the aim of speaking to 16 and 17 year old students about driving safely.
2. District Council – Cllr Mallinder’s report had previously been circulated and will be available shortly on the SHPC website.
	1. Cllr Mallinder mentioned that Suffolk Waste Partnership decided not to allow Tetra-paks (milk cartons etc) to be added to recycling waste bins but instead they should be disposed of at recycling centres.
	2. Cllr Mallinder said that we should all be making the environment our top priority whether that be by way of recycling or supporting our local bus service. He said that transport should be higher up on the government’s agenda as it has a huge impact on rural communities.
	3. Cllr Mallinder mentioned that the way planning permissions were being dealt with is changing. There will be meetings in January to which parish councils were invited to discuss these changes. The Parish Clerk and Cllr Hall indicated that they will be attending the meeting in Melton.

6. **Finance Matters**

1. ***Parish Accounts*** 2019/20 – Cllr Merriam went through the accounts which had been prepared by the Parish Clerk for the period ending October 2019 and answered questions on these.
2. ***Precept*** - The Parish Clerk indicated that the precept for the next year had to be considered and so a draft of this was discussed and agreed at £9,500. This precept was slightly lower than the previous year’s. The final precept had to be with the Council by the end of January 2020.
3. The Parish Clerk said that the bank statements are required to be seen by Councillors and so produced a copy of the Current Account and Reserve Account bank statements. These were circulated and then signed by Cllr Hirst.
4. ***Insurance*** – The Parish Clerk mentioned that the Parish Council insurance would expire on 15 January 2020. Cover was presently with OneSuffolk. It was agreed that future cover should be researched and so the papers were given to Cllr Chalklen who would review and advise.
5. Cllr Merriam mentioned that a letter had been received from the Pensions Regulator regarding the Parish Clerk’s pension entitlements and compliance. There is no liability on the Council to provide a pension. An online compliance questionnaire has been completed by the due deadline.

7. **Rock Garden**

* Mr Askew said that the money due to Swann’s Nursery had all been received. The fence has been treated and should last a few years before further treatment is necessary.
* Cllr Wearmouth said that he had been asked if benches and tables could be provided for the garden. Colchester Barracks had made a donation towards the cost of three benches. Mr Askew said that Swann’s were to fix all the benches to the ground so they couldn’t move around. It was agreed that the Parish Council would make a contribution towards the cost of further benches and tables and a figure of £900 was agreed. This was proposed by Cllr Ward and seconded by Cllr Chalklen.
* It was mentioned that bins would be required at convenient spots in the garden. There was general agreement about this although Cllr Hirst said that they wouldn’t be on the general bin collection route. As dog bins would also need to be provided perhaps an arrangement could be made for all the garden bins to be emptied once a week.
* Cllr Mallinder offered to make a donation from funds which were available to him. Cllr Mallinder was thanked for his kind offer. He would liaise with Mr Askew.
* Mr Askew mentioned that Rock Gardens would be officially opened by 16 Brigade Commander Brigadier John Clark (previous CO of 23 Para Eng Regt) on Friday 6 December at 12 noon.

8. **Re-introduction of the 71 Bus Service**

This was already discussed under 5.1.a above.

9. **Defibrillator**

The Parish Clerk mentioned that some interest was shown in community training for the defibrillator. A resident was presently in communication with a member of the ambulance service and would pass on details. The condition of the defibrillator was discussed and it was stated that the casing only needs attention. The unit itself is fine. In due course the casing would need to be replaced.

10. **Events**

1.DISH (**D**ining **i**n **S**utton **H**eath) are to be holding three events:

1. Ticket only Charity Quiz Night on Saturday 16 November at 7.30 as mentioned in the minutes of 9 September;

b. BYOB three course Sunday lunch, with veg option, on 22 December (limited tickets available);

c. BYOB and drinking glass, New Year’s Eve Mac ‘n Cheese evening.

2. Carols at Christmas. This was to take place at the Alan Crompton Hall on Thursday 12 December at 7pm. Sutton Heath Singers will be singing, along with The 1st Sutton Heath Brownies and Rainbows.

3. Remembrance Service. There was a good attendance at the Alan Crompton Hall for this event and it was well supported by the military personnel. A collection for The British Legion raised £92.20.

11. **Planning applications**

None had been received. However, Mr Askew mentioned that Rock Barracks would be constructing a new regimental HQ and also a solar wind farm, so planning applications will be received for these in due course.

12. **Correspondence received by parish clerk and drop-box**

There was none.

13. **Parish Council website**

The parish clerk said that the Sutton Heath Parish Council website was now up and running. It was mentioned that this could contain information which would be helpful to new residents ie where to find a doctor, dentist, 24hr pharmacies, supermarkets, schools, day-care centres etc. The Parish Clerk will research and update in due course.

14. **AOB**

 Cllr Hirst said that alongside the gritting of the main roads around the development, additional roads being cleared by the military could be extended to include some further roads. Mr Askew said that this would be considered.

15. **Date of Next Meeting**

This meeting will be held on Monday 13 January 2020.

The meeting closed at 8.30pm.

Signed: \_\_\_­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Chairman Parish Clerk

Date: