** *SUTTON HEATH PARISH COUNCIL***

***Parish Council Meeting - MINUTES***

The Parish Council Meeting was held on **Monday 11 March 2019 at 7pm**

in the Barnsdale Centre, Sutton Heath.

**Present:** Cllr S Askew (Chairman)

Cllr C Hall

Cllr L Chalklen

Cllr C Anderson

1. **Apologies for absence**. Cllr J Bidwell, Cllr J Reid, Cllr C Wearmouth, Cllr N Ward

2. **Declarations of pecuniary and non-pecuniary interest in respect of agenda items**. There were no declarations.

3. **Approval of minutes.** The minutes of the Parish Council Meeting held on 14 January were discussed.

* Cllr Askew wanted confirmation that the precept had been submitted and after contact was made with Cllr Wearmouth it was confirmed that this had in fact been done. **This will be presented by Cllr Wearmouth at the next meeting.**
* The laptop used by the Parish Clerk is satisfactory for now. If the position changes then a new one will be purchased.
* There is a sign at Costcutter re the defibrillator. The defibrillator will be replaced in due course with a ‘push button’ one similar to the one outside the Co-op in Woodridge. The casing has not yet been researched. **Cllr Askew will explore this**.
* Mr Rob Merriam had expressed his interest in becoming a Councillor but has not been resident in the area for the period of one year. This condition will be naturally satisfied in May when the elections take place.

The minutes were then approved by Cllr Hall, seconded by Cllr Chalklen and then signed by the Chairman.

4. **Public Questions**. One member of the public (Mr Rob Merriam) was in attendance. There were no questions.

5. **Reports**:

1. County Council – Cllr Reid’s report. In particular notice was drawn to the forthcoming Council elections in May and also the fact that funding for Citizens’ Advice in Suffolk had been agreed.
2. District Council – Cllr Bidwell’s report. It was noted that the 60 new car park spaces behind the Community Hall in Woodbridge would be ready for Easter.
3. Parish Accounts – **Cllr Wearmouth will present these at the next meeting**.
4. Events Planning –

* Cllr Chalklen and Cllr Anderson said that they were organising a quiz night for Sat 4 May. The hall will be booked through Sharon. Questions have been organised by Cllr Anderson, there will be a £5 per table cover charge (reflecting the fact that people will be asked to bring their own food and drink), 6 people per team and with a 7:30pm start.
* Cllr Chalklen is taking part in a charity cycle ride in London. **Details of the charity will be made available by Cllr Chalklen shortly**. This was approved by Cllr Hall and seconded by Cllr Anderson.
* Cllr Anderson and Cllr Chalklen also mentioned that other events will be organised from time to time and in fact it is anticipated that the next one will be a ‘child friendly’ disco. **Cllr Anderson and Cllr Chalklen will finalise this and report back to the next meeting.**

6. **Planning applications received** – Cllr Hall indicated that one had been received re Sutton Hoo but this came under the umbrella of Sutton and not Sutton Heath.

7. **Correspondence received by parish clerk and drop-box** – No correspondence had been received via mail or the drop-box.

8. **Alan Crompton Community Hall**:

1. Signing of Licence - Cllr Askew confirmed that a cheque had been sent.
2. Provision of cleaner – It appears that the hall is not being cleaned on a regular basis but ‘as and when’ necessary. **This is not acceptable so Cllr Askew is continuing to push for regular cleaning.**

9. **Mobile Post Office** – Although letters had been written and officials contacted re the provision of a mobile Post Office none have borne success. However, Cllr Askew reported that a member of the public came to see him recently and stated that he had spoken to the driver of the mobile Post Office who said he would come to Sutton Heath starting at the end of the month.

10. **Position of Parish Clerk** -As the previous Parish Clerk had to resign due to ill health, two people were interviewed and Mrs Marion Merriam has been appointed, effective 1 March 2019.

11. **Public Transport Report** - Cllr Askew reported on a meeting which took place on Wed 6 March. Other attendees were Cllr Reid (SCC), Maxine Hammond (Welfare Officer), Andrew Gee (SCC), Paul Martin (First Buses), Lyn Butler (CATs), Judi Hallett (Hollesley PC), Lt Col (Rtd) Dawson Pratt (Sutton Heath) and Nigel Albertini (Sutton PC).

1. The potential loss of the No 71 bus service was discussed. It leaves Sutton Heath at approx. 0730 and arrives in Ipswich one hour later. Similarly it leaves Ipswich 1730 and arrives back in Sutton Heath approx. 1830. It was emphasised that this service was relied upon by residents including military spouses working in Ipswich and also by young people travelling to college and university in Ipswich and the wider area. The fact that another 30-40 military families are due to arrive in the area before August 2019 should also have a bearing on this. The base Commanding Officer has written a letter to the Council confirming the continuing need for this service.
2. The Park & Ride No 800 bus service was also discussed. This bus goes to Rendlesham but the possibility was discussed of it re-routing to Sutton Heath. However, evidence is required before a decision can be made. A survey leaflet was distributed to the residents recently but this bore no fruit. It was agreed that a new survey be undertaken with three or four simple questions which could be asked by individuals knocking on doors. This would elicit more of a response. Two residents so far have indicated a willingness to do this, as well as some Councillors. Hollesley were also to carry out door to door surveys to provide evidence of the need for a bus service.

12. **Local Parish Elections**

1. A timetable has been received and the next deadline is Friday 15 March when a Notice of Election requires to be displayed on the community notice board. **The Parish Clerk will do this.**
2. Green forms for completion by continuing and new Councillors were distributed at the meeting but it is not clear which parts require completion. **Cllr Askew is to contact Judi Hallett, Hollesley Parish Clerk, to see if she knows**. As Mr Rob Merriam wishes to stand as a Councillor he was proposed by Cllr Anderson and seconded by Cllr Chalklen.

13. **AOB**

1. Car park at Melton Railway Station – The lighting was reported to be poor. However, this comes under the remit of Network Rail.
2. Cllr Anderson asked about the light in Otley Road (at the bus layby) which has been out for some time. Cllr Askew said that in order for it to be reported he would have to know the number on the pole in order that it can be identified. **Cllr Anderson will arrange for him to have this**.
3. Cllr Chalklen mentioned the road resurfacing work which is to be started next week at Sutton Hoo. There will also be resurfacing work on the Rendlesham road from the roundabout. Roads will be closed from 1900 until 0700 while this is in operation. There is also expected to be resurfacing work carried out in Otley Road.
4. Cllr Anderson mentioned the cars speeding along Otley Road and into Greenways. When the resurfacing works start **Cllr Askew said that he would suggest square plastic speed bumps be installed** like the ones in Easton Road, which are move effective than the rounded bumps presently in Otley Road.

14. Next parish council meetings will be as follows:

* Monday 8 April 2019 (Annual Meeting & AGM)
* Monday 29 April

Signed: Chairman \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parish Clerk \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­\_\_\_\_

Date: