** *SUTTON HEATH PARISH COUNCIL***

***MINUTES***

 of Parish Council meeting held on **Monday 8 July 2019**

 at 7pm in the Barnsdale Centre, Sutton Heath

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

 Cllr N Ward

 Cllr C Hall

Cllr L Chalklen

 Cllr R Merriam

 M Merriam (Parish Clerk)

**Absent:** Cllr R Hirst

Cllr C Anderson

**In Attendance:** Cllr A Reid (for part of the meeting)

 Stirling Askew

1. **Apologies for absence:** None were received.

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 11 March were discussed (which incorporated items from the minutes of the AGM held on 13 May). The minutes were then approved by Cllr Hall, seconded by Stirling Askew and then signed by the Chairman.

4. **Public Questions**: One member of the public was in attendance. There were no questions.

5. **Reports**:

1. County Council – Cllr Reid’s report. This had been circulated to the committee prior to the meeting.
2. District Council – Cllr Mallinder’s report. Cllr Mallinder’s report similarly had been circulated to the committee prior to the meeting.
3. Parish Accounts 2018/19 – Cllr Wearmouth spoke to the accounts which he had prepared for the 2018/19 period. These were proposed by Cllr Merriam and seconded by Cllr Chalklen.
4. The Annual Governance Statement for 2018/19 was produced to the meeting. It was approved by Cllr Wearmouth and seconded by Cllr Merriam.
5. The Accounting Statements form for 2018/19 was produced to the meeting. It was approved by Cllr Wearmouth and seconded by Cllr Merriam.
6. Parish Accounts 2019/20 – As allowed by the standing orders Cllr Merriam went through the accounts for April to June in the 2019/20 period.
7. Events Planning:
* Cllr Chalklen said that she and Cllr Anderson held a community quiz night fundraiser for Women-v-Cancer in the Alan Crompton Hall in May, raising £119.
* The DISH curry night event raised £558 for Project 21.Other community events are planned for after the summer, around October or November. It is expected that the next one will be a ‘child friendly’ disco.
* Sutton Heath Singers & Friends had a very successful evening in the hall at the end of June where over 100 tickets were sold. The surplus funds were to be split between EACH and East Anglian Air Ambulance.

6. **Planning applications received**: None had been received.

7. **Correspondence received by parish clerk and drop-box :**

1. No correspondence had been received by the Parish Clerk via mail or the drop-box.
2. Cllr Wearmouth had received a communication from a resident to complain about the car noise created by a Greenways resident. This resident had been identified and the matter had been reported to the District Council. If it continues then the Police will be notified.

8. **Alan Crompton Community Hall**:

1. Licence - The Parish Clerk confirmed that the signed Licence for use of the Alan Crompton Hall had been received back from the Ministry of Defence. The second and final instalment of the year’s licence fee was due to be paid to the DIO in September.
2. Provision of cleaner - Stirling Askew said that the contract had been adjusted and the cleaner would be recommencing regular cleaning of the Alan Crompton Hall and Barnsdale Centre soon.

9. **Mobile Post Office**: Cllr Wearmouth said that the mobile post office had been up and running for a few weeks now and was found to be very successful. As always it would be good to continue to broadcast this service so that it will retain its popularity. It operates from the main car park each Thursday 0830 to 0930. The mobile post office can offer every service except dealing with passports.

10. **Public Transport Report**: Cllr Andrew Reid joined the meeting in order to participate in the ongoing debate re the bus transport position and the proposed cutting of the subsidy on the No 71 bus service. Cllr Reid said that there would be an examination of all the bus routes in the region but there was a risk of the No 71 service being withdrawn due to potential withdrawal of the subsidy. He explained that the Council had a problem in that they needed to reduce their overall budget by £13 million and thus the transport budget by £340,000 as there was not enough public money available. Most of their budget went towards elderly care and children’s services. In order to have a bus service SHPC would need to demonstrate that the base at Sutton Heath is a potential source of more passengers. At the moment there are very few passengers using the bus service and the Council say it is becoming uneconomical to run it. It seems that only 9 passengers use the service regularly. Cllr Reid said that a commercial bus company is to decide whether to run the service.

 It was mentioned that the Park & Ride service runs to Rendlesham and this seems excessive as Rendlesham already have a regular bus service. Cllr Reid is to find out how Rendlesham managed to secure a Park & Ride service. It was suggested that Sutton Heath could be used as a meeting point as there is a lot of space for bus turning and it is not as far as Rendlesham. If a regular bus service ran at convenient times, say every two hours to Woodbridge and back, the service would be used a lot more. The Demand Responsive bus service is very good and works well although it was thought that passengers could not use their bus passes. It has the disadvantage of passengers having to plan ahead for any trip they want to make.

Cllr Reid said that before the Council can do anything, they would need **evidence** of potential increased use of the No 71 service. There are a substantial number of people living at Sutton Heath but only the private residents are on the electoral roll. The majority of military families are not on the electoral roll as they are here for a short time before moving on again. Consequently, the Council does not recognise the total number of residents in Sutton Heath. If there was a bus service at a convenient time throughout the day it would be used as there are military family members who cannot drive and are unable to access the Woodbridge facilities for appointments etc. A taxi fare is around £15 return.

 Stirling Askew said that Cllr Mary Evans is due to come to Rock Barracks at the beginning of August and there may be an opportunity then to ask her questions. She is looking to come up with a solution and one way is for parish councils to subsidise the bus service. There is a time restriction as the Council will be considering the bus situation in October, so any representations need to be submitted to the Council by the end of September. Councillors had previously indicated their willingness to go ‘door to door’ in order that residents’ views can be obtained.

11. **MOD Representation at Meetings**: Stirling Askew will be the MOD representative at the parish council meetings. Stirling said that the Quartermaster, Pete Jackson, would be attending future meetings, depending upon his availability.

12. **Parish Council Website:** The Parish Clerk mentioned that the parish council website had not been updated since her appointment. She had asked the East Suffolk council for the password to allow access to the website. This was awaited. Cllr Chalklen indicated that she will willing to meet with up with the Parish Clerk to see what could be done to enable updating of the website. Cllr Chalklen also mentioned that there was a ‘Rock Barracks Conversation Street’ Facebook page which residents can access and join. The Parish Clerk would mention this in the next edition of the Parish Newsletter.

13. **AOB:**

* It was noticed that the nets at the MUGA are needing replaced. The Parish Clerk to contact Sarah Shinnie at the Active Communities Officer at of East Suffolk Council to see how this can be done. Also the posts need checking.
* It was mentioned that one of the specialist lights on the MUGA need replacing. Stirling Askew to speak to the DIO to gets Dodds to replace it.

14 **Date of Next Meeting**: This meeting will be held on Monday 9 September.

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

 Chairman Parish Clerk

Date: