***SUTTON HEATH PARISH COUNCIL***

 ***MINUTES***

 of Parish Council meeting held on **Monday 13 January 2020**

 at 7pmin the Barnsdale Centre, Sutton Heath

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

 Cllr N Ward

 Cllr C Hall

 Cllr R Hirst

 Cllr R Merriam

 M Merriam (Parish Clerk)

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

Cllr J Mallinder (for part of the meeting)

1. **Apologies for absence**

Cllr C Anderson

Cllr L Chalklen

Cllr A Reid

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

 Cllr Merriam notified the meeting of a planning application which was in process for an extension at the rear of the property he owned with Marion Merriam, the Parish Clerk. They would leave the meeting at the appropriate time to allow discussion to take place.

3. **Approval of minutes**

The minutes of the Parish Council meeting held on 11 November 2019 were discussed. The minutes were approved by Cllr Ward and seconded by Cllr Hall. These were then signed by the Chairman and the Parish Clerk.

4. **Public Questions**

 There were none.

5. **Reports**

1. County Council – Cllr Reid was unable to attend the meeting but said his report would follow. At the time of meeting this had not yet been received.
2. District Council – Cllr Mallinder’s report had previously been circulated to the Councillors by email. It is also available to view on the Parish Council webpage. In summary:
	1. Cllr Mallinder said that Suffolk Waste Partnership decided not to allow tetra-paks (milk, juice cartons etc) to be added to either recycling or non-recycling waste bins but instead they should be disposed of at recycling centres. Cllr Mallinder said that a ‘recycling buddy’ was being considered where tetra-paks, batteries, lightbulbs etc could be deposited at a designated central point. This recycling would then be collected every two weeks or so.
	2. Cllr Mallinder mentioned again 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 will be attending the meeting in Melton on 23 January.
	3. The next meeting of the joint parishes will be held in Butley in January and among other things flooding on the country roads will be discussed. This is caused by heavy rain and mud from nearby fields pooling on the roads and due to inadequate drainage this is not washing away. It is a big problem in the rural communities.
	4. Mention was made of the failure of the No 71 bus service which leaves Hollesley and Sutton Heath too late to allow passengers to catch the train at Melton. Letters and emails have been sent to First Bus and they have responded saying that they are in the process of reviewing timings for the morning journey “Any changes to the timetable would need to go through the statutory 10 week notice period.”

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 December 2019 and answered questions on these. The current account and reserve account bank statements were circulated and then signed by Cllr Hirst.
2. ***2020-2021 Precept*** - The Parish Clerk indicated that the precept for the next year had to be finally approved and received by East Suffolk Council by 24 January. The precept was discussed and then agreed at £9,750. This was proposed by Cllr Ward and seconded by Cllr Wearmouth.
3. ***Insurance*** – The Parish Clerk mentioned that the Parish Council insurance would expire on 15 January 2020. Cover was presently with OneSuffolk. Cllr Chalklen had reviewed the papers and advised that the parish insurance was fixed until 2023. The Parish Clerk would write a cheque for £495.60 for the current insurance period ending 16 January 2021.
4. ***Misc***
	1. Cllr Wearmouth mentioned that in due course a commercial dishwater would be beneficial for the Alan Crompton Hall and this should be considered. It could cost in the region of £2,000. Discussion would need to be held at some point re potential purchase and installation. Military approval for this would be required. Mr Askew said that plumbing and wiring would also have to be looked into. He was to be having a meeting soon with the DIO and Dodds and would mention this. He would obtain an estimate from Dodds for this installation.
	2. Mention was made of the MUGA pitch and the fact that there are weeds growing around the inside of the perimeter fence. Cllr Hirst said that the first port of call should be Norse who would be able to come out and have a look to see what needed to be done. It was agreed that the Parish Clerk would contact Norse and the work be carried out if a suitable quotation was received. This was proposed by Cllr Ward and seconded by Cllr Wearmouth.
	3. It was suggested that thought should be given to maintenance of the MUGA as it was regularly used, particularly for football. The Parish Clerk said that Hollesley Parish Council have a maintenance contract with Ipswich Borough Council so she would find out more detail on this. The Parish Clerk said that she had still not been able to have another conversation with Nigel Campbell at Ipswich Borough Council who was to respond with a quotation after the MUGA pitch equipment was viewed by one of his inspectors. She would continue to pursue this.

7. **Donation t0 Brownies**

Cllr Wearmouth said that because of a clash of community diaries the Brownies were only able to raise a small sum at their recent fundraising event. There was some discussion and it was agreed that a donation of £100 be sent to them. This was proposed by Cllr Ward and seconded by Cllr Hall.

8. **The No 71 Bus Service**

This was already discussed under 5.2.d above.

9. **Event Update**

There are at present no events planned. Cllr Wearmouth reminded the meeting that

Cllr Chalklen is the person nominated to co-ordinate community events.

10. **Planning**

An application had been received for the erection of a single storey rear extension at No 1 Greenways, Sutton Heath. As Cllr Merriam and the Parish Clerk had a personal interest in this application they said they would leave the meeting. However, as the application had already been responded to, the deadline having passed, the Chairman indicated that there was no need for them to leave.

11. **Rock Garden – bins**

It was agreed that three litter bins would be needed for the Garden. The Parish Clerk was asked to investigate and see which bins would be appropriate. Cllr Hirst said that he would send the Parish Clerk a link to the website which was used by Norse. This was proposed by Cllr Ward and seconded by Cllr Merriam.

12. **Parking at Costcutter**

Double yellow lines have improved the situation where vehicles were parking outside the Costcutter shop but there are still vehicles parking there. There was discussion and it was agreed that there is a health and safety aspect to it which needs to be brought to the attention of the military and residential community. The lines are to prohibit cars blocking a child who may run out from the shop into the path of an incoming vehicle. It was agreed that a message to this effect should go into the next parish Newsletter and into Orders for the military who do not receive the Newsletter. This was proposed by Cllr Wearmouth and seconded by Cllr Hirst.

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

Two items of communication had been received by email by the Parish Clerk

a. A resident was disturbed by loud music coming from The Alan Crompton Hall which prevented her getting to sleep. This had happened on a couple of occasions, the latest being 11.45 on a Wednesday at the end of November. Mr Askew confirmed that there had been a Fijian celebration and this was not going to be a regular occurrence. In future he would ensure that any music would be turned down by 11pm.

b. A resident had mooted the idea of local food delivery companies who would be able to deliver to Sutton Heath be advertised in the Newsletter. It was agreed that the Newsletter is not for commercial advertising and so Cllr Hall said that he would mention this to the resident by way of response.

14. **AOB (info only)**

There was none.

15. **Date of Next Meeting**

The next meeting will be held on Monday 9 March 2020.

The meeting closed at 8.25pm.

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

 Chairman Parish Clerk

Date: