***SUTTON HEATH PARISH COUNCIL***

 ***MINUTES***

 of Parish Council meeting held on **Monday 13 September 2021**

 at 7pm at The Barnsdale Community Centre, Sutton Heath

**Present**: Cllr L Chalklen

 Cllr N Ward

 Cllr R Hirst

 Cllr R Merriam

 Cllr A Betteridge

 Cllr E Prokopowycz

Cllr S Hadley

 M Merriam (Parish Clerk)

**In Attendance:**

Stirling Askew (military liaison)

Cllr J Mallinder (for part of meeting)

1. **To receive apologies for absence**

There were none.

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

There were none.

1. **To approve the draft minutes of meeting held on 5 July 2021**

These minutes had previously been circulated. They were proposed by Cllr Merriam and seconded by Cllr Hadley.

1. **To receive brief reports from:**
	1. *Suffolk County Council*.Cllr Reid was unable to be present but had previously sent his report which had been circulated. Cllr Hadlow raised a query about the condition of the 40mph signs on the main road. Cllr Mallinder said that Cllr Reid would suggest that a photo be taken if possible and it be logged on the SCC website where a reference number will be given. That could then be followed up.
	2. *East Suffolk Council*. Cllr Mallinder had previously sent his report which had been circulated. He summarised various matters one which was the conversion of fuel for refuse rucks from diesel to hydrogenated vegetable oil. No palm oil is included. Cllr Mallinder said a grant was available if the council wished to plant wild flower seeds. Mr Askew said that the RSPB have a team who say that wild flower seeds are not appropriate for the sandy soil in this area. They will supply appropriate seeds.
2. **To discuss finance**
	1. *Income and Expenditure Report & Bank Reconciliation*

Cllr Merriam addressed the accounts and a copy of the last bank statements which were produced to the meeting. The main outlay was £300 paid to the DIO for the rent for Crompton Hall. VAT was refunded at the end of June. One item of unreclaimable VAT was Zoom (from USA). The bank statements were checked and signed by Cllr Ward at the end of the meeting.

* 1. *Sign Trade Supplies invoice*

The clamps, fitments & brackets for the speeding and dog poo signs could not be sourced through the MOD so Cllr Betteridge sourced them privately, hence the invoice. Payment of the invoice proposed by Cllr Chalklen and seconded by Cllr Merriam. Simon Betteridge would very kindly fit the signs.

1. **To discuss update on Crompton Hall licence and kitchen**

As the oven could not be used because of fire risk, after discussion it was agreed that a hot box and/or hot plates be sourced so that community catering events could continue. The Parish Clerk would look and report back. Cllr Merriam said that as meals bring communities together then perhaps outside caterers should be considered. Perhaps a shortlist should be put together so that the parish council know who to approach to cater for any event. The present oven should be disposed of. Perhaps it could be donated to a charity like British Heart Foundation. The Parish Clerk would check this out.

1. **To finalise purchase of shed for Rock Gardens**

The Parish Clerk is on the point of ordering the shed and will consult with Cllr Hadley so that the right one could be identified. Cllr Betteridge said that Simon Betteridge would be able to attach it to the ground.

1. **To discuss Preim re update on speed bumps and cleaning of road signs**
* Cllr Prokopowycz said that Preim had not been in touch regarding cleaning of road signs. She would approach them again.
* Regarding the speed bumps Preim said that they would not work on this estate. Also, they would not be received well as people are not happy with cars slowing down and then accelerating outside their homes.
1. **To discuss location of speeding signs and dog poo signs**

Cllr Betteridge has identified locations for the signs and once the clamps, fitments and brackets arrive they will be erected.

1. **To discuss update on playground equipment**

Ipswich Close playground is getting a complete refurbishment. As the contractors are changing over in February the DIO have said that a contribution by the parish council of a toddler slide will not be possible because the work will not be ready in time for the end of the present contract.

1. **To discuss draft Emergency Plan**

Keith Fawkner-Simpson was in attendance at the meeting and spoke about the need to provide information for the EP. The parish council will support residents in the event of an evacuation for gas leaks, fire, flooding etc. ESC insurance covers this. Crompton Hall is available as a shelter. Training (available to councillors and interested residents) will be given on how to run it as a rest centre to support people for up to 72 hrs initially. Bromeswell and other local communities have emergency plans with a rest centre to which residents can be coached to if necessary. Similarly Crompton Hall would be available to other communities who require to use it as a rest centre. BBC Radio Suffolk (103.9 FM) would communicate information as necessary for a community emergency. The parish council would meet again specifically to discuss the draft EP before a further meeting with Keith.

1. **Events Committee**
* Unfortunately the community picnic had to be cancelled but it will be rescheduled.
* Wednesday Gardening Club recommenced (1300-1500). Cllr Hadley has arranged for Stuart from HMP Hollesley Bay to attend the community garden each Wednesday morning to keep it tidy.
* A Scarecrow Trail will be held from 25th October for the week of half term. Participants should email suttonheathevents@gmail.com or see Cllr Betteridge by 11 October so that a map can be printed and circulated. Flyers have been distributed.
* Yoga and pilates classes commenced in Crompton Hall in September.
* Bingo has recommenced and is well attended.
* Santa is coming to Sutton Heath again this year so a donation from the parish council will be requested in due course.
* The Queen’s Platinum Jubilee. Miss Toal at Sandlings School has been approached for permission to hire the school field 4-9pm on Sat 4 June 2022 for a community event. That location would also be less of a noise problem. A street party has been decided against as it would mean roads are closed and therefore cars/vans would not be able to move about freely. Cllr Mallinder said that East Suffolk Council are doing something called Treebilee - giving an oak sapling to all parishes which they can plant (when they will be distributed in February) and tie it into a community event.
* In the lead up to the Jubilee celebrations Cllr Betteridge said that the events committee were suggesting a “design a plate” competition for all residents. The winner will be chosen and everyone on the estate will be given one. There will also be various ‘fete’ events ie ‘make a crown’, ‘fancy dress’ competition for children – all with a red/white/blue theme - concluding with a ‘last night of the proms’ type of event in the hall. There would be a picnic on the green so everyone would bring their own food.
* Mr Askew said that the weekend before or after the Jubilee celebrations there would be an open day at the camp. There will be a parade in Woodbridge on the Friday and the open day on the Saturday. It is always popular and well attended.
* Cllr Betteridge said that the events committee were looking for a charity of the year to support. Suggestions welcome. It would be mentioned in the Newsletter.
* As Santa will be coming to see the younger members of our community it was suggested that a Seniors’ Christmas Afternoon Tea (on a Wellness Wednesday) would be welcomed for the more elderly and retired in our community who are less likely to get out and about. The age of ‘Senior’ was discussed and it was agreed that it should be the same as ‘senior’ for a bus ticket - age 60. The parish council would cover the cost of the individual food boxes so that it only remained for teas and coffees to be made by the helpers. There are members of our community who are unable to get out so if they are identified then a box would be delivered to them. The cost of each box is £10. A maximum price of £1,000 was proposed by Cllr Ward and seconded by Cllr Chalklen.
* ‘Carols round the Tree’ – This will be happening again on Monday 13 December at 7pm. Brownies will be providing the hot chocolate, Notcutts may be donating a Christmas tree (tbc). Stuart from HMP is happy to put the tree in place, including LED lights, if he is provided with sandbags.
* Remembrance Day service will be on 14 November at 10:45am. The Brownies are keen to get involved. It will be supported by the military but a vicar will be required.

Cllr Merriam thanked Cllr Betteridge and Cllr Chalklen for all they are doing on the events committee as they do a lot in the community to make events happen which were not happening before.

1. **To consider any planning applications received**

There were none.

1. **To receive public questions**

Cllr Hadley brought a question from a member of the community who tried to use the MUGA only to find it locked. Mr Askew said that people who do not live on the estate were turning up to use it and when residents came along they were told that the MUGA had been reserved. Cllr Betteridge confirmed that the MUGA is available for all Sutton Heath residents only. It is open for all and there is no booking system.

1. **To consider correspondence received by Parish Clerk**
* Two items of correspondence had been received via the drop box. One was in regard to speeding in Thorn Walk. The subject of speeding has been discussed under item 9 above. It is hoped that speeding signs produced by the Sandlings primary schoolchildren might have an impact on speeding in the community.
* The other item of correspondence was from a young resident who is concerned at the lack of plastic recycling bins in the parks on the estate which has an impact on the environment. There was some discussion and it was unanimously agreed that a double bin (for general waste & recycling) should be provided on a trial basis to see how well it is used (a recycling bin on its own may attract general waste which would contaminate the recycling). The cost of a bin of this type would be about £500. Permission to spend this amount was proposed by Cllr Merriam and seconded by Cllr Prokopowycz. Cllr Mallinder would send the Parish Clerk details of appropriate bins before Cllr Hirst speaks to Norse. It was suggested that perhaps Sandlings School could be invited to design a poster encouraging people to use the right bins.

1. **To discuss AOB (for info only – any decisions to go on Agenda for next meeting)**

CllrProkopowycz mentioned that the fence at the front entrance which the car crashed into has still not been repaired by the MOD. Cllr Betteridge would chase this.

The Parish Clerk mentioned that the 20mph signs at the main entrance are facing the wrong way. Cllr Betteridge said that she would find someone to turn these around.

1. **To agree the date of the next meeting**

The next date of 8 November was agreed.

The meeting closed at 9.20 pm.

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

 Chair Parish Clerk

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