***SUTTON HEATH PARISH COUNCIL***

 ***MINUTES***

 of Parish Council meeting held on **Monday 8 November 2021**

 at 7pm at The Barnsdale Community Centre, Sutton Heath

**Present**: Cllr L Chalklen

 Cllr N Ward

 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 13 September 2021**

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

1. **To receive brief reports from:**
	1. *Suffolk County Council*.Cllr Reid was unable to be present but said he would send his report (which at the time of meeting had not been received).
	2. *East Suffolk Council*. Cllr Mallinder had previously sent his report which had been circulated. His update focussed on reducing carbon and thinking more about nature. It’s good to recycle but even better to consume less. In the coming year there will be changes to the bin collecting service.
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 bank statements were checked and signed by Cllr Ward at the end of the meeting.

* 1. *Draft Budget*

The draft Budget was produced to the meeting. There was discussion about the charity donations made. The amount to Royal British Legion should be increased and also more should be given to support Just42. After discussion the figure of £9,750 was agreed, which remains the same as before.

1. **To discuss disposal of Cooker at Crompton Hall**

Ipswich Furniture Project, a furniture re-use charity which provides affordable, good quality furniture to households in Ipswich and the surrounding areas would collect the cooker on Tuesday 30 November. This action was proposed by Cllr Chalklen and seconded by Cllr Betteridge.

1. **To discuss recycling/general waste bin**

Cllr Hirst was to speak to Norse but he was not in attendance at the meeting to report back. After discussion it was agreed to go ahead with the Nexus 200 joint recycling bin for the sum of £955.03. The bin would be situated in Ipswich Close but approval would need to be given by the DIO. After discussion it was agreed to contact East Suffolk Council for a grant to buy a further recycling/general waste bin which could possibly be situated outside the Community Store shop. It was agreed Stirling Askew would seek DIO approval for these. The purchase was proposed (subject to DIO approval) by Cllr Ward and seconded by Cllr Prokopowycz. In due course Norse should be contacted to see if there had been any contamination in the recycling bins, as recycling cannot be processed if wet items have been added. If this is the case, then this should be addressed in a publicity education campaign.

1. **To discuss Emergency Plan meeting**

Stirling Askew said that Keith Fawkner-Simpson had been giving very helpful towards the formation of the Emergency Plan. In due course “rest centre” training will be offered to volunteers in the event that Crompton Hall would be used as a rest centre, depending on the type of emergency. Initially various co-ordinators would be needed and it was agreed that Cllr Chalklen and Cllr Betteridge would be joint emergency co-ordinators. Other positions will be filled in due course. It was agreed that a dedicated meeting should be held on Monday 22 November at 6pm so that further positions could be identified and the lite template form completed and sent to Keith Fawkner-Simpson. It was suggested that a Good Neighbour Scheme be set up which would link into the Emergency Plan. Cllr Chalklen said that it was possible that first aid training could be offered to the volunteers initially and she was finding out more about this.

1. **To discuss potential First Aid / Defibrillator course**

As discussed above Cllr Chalklen was investigating the possibility of having someone come to give First Aid training and defibrillator training would be done also. Volunteers would be invited and also anyone else in the community who is interested.

1. **To receive update from Events Committee**
* Cllr Betteridge gave an update on the recent events. The table top sale went ahead and was fairly well attended but could have been better. Wellness Wednesday had not been well attended so thought will be given where to go with it. There will be a Quiz (with fish & chips) on 15th January. Carols round the Tree would be on 15th December with Brownies providing the hot chocolate. Martlesham Brass would send two people to play. It was agreed that £250 would be allocated to this event which would include the tree, lights and decorations. Proposed by Cllr Ward and seconded by Cllr Merriam. A Christmas Light Trail would go ahead again this year. Santa would be coming to Sutton Heath on 13th & 14th December.
* The Sutton Heath charity of the year for 2022 is Blossom, Ipswich Cancer Hospital so this would be publicised in the Newsletter and at all the events which are being held in the community.
* Cllr Betteridge said that there was no water accessible at Rock Gardens and it was suggested that a quotation be obtained from Southern Trent Water for a tap to be fitted. It was agreed that a quotation should be obtained.
* Cllr Betteridge said that the gardener had identified some good winter trees and shrubs at Swanns Nursery which could be planted just now. It was suggested that £150 could be approved for 12 plants. This was proposed by Cllr Ward and seconded by Cllr Merriam.
1. **To discuss Remembrance – large poppies**

It was agreed that the Parish Clerk would contact Royal British Legion to buy 20 large recycled, washable lorry poppies which are suitable for attaching to lamp posts for next year’s Remembrance. The cost of the poppies is £5 each.

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

There were none.

1. **To receive public questions**

There were none.

1. **To consider correspondence received**
* Cllr Chalklen said that she had been contacted by a lady who said that there are many hedgehogs around and asking if hedgehog warning signs could be erected around the estate. After discussion it was agreed that a message should be put in the Newsletter to say that people should be hedgehog aware. It was commented that signs already put up for speeding etc had been targeted by someone who was seen trying to remove them. It was suggested that this was antisocial behaviour and police should be notified if this continued.
* The Parish Clerk said that she had been contacted by a lady from Easton Road who offered to produce an article for the next Newsletter regarding having a sustainable Christmas. This was agreed and the Parish Clerk was to ask the lady to let her have suitable wording.

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

Cllr Prokopowycz said that she had again sent an email to Preim regarding cleaning of the road signs.

Road sweeping had been rescheduled for Wednesday 10 November.

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

The next date of Monday 10 January was agreed.

The meeting closed at 9.20 pm.

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

 Chair Parish Clerk

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