***SUTTON HEATH PARISH COUNCIL***

 ***MINUTES***

 of Parish Council meeting held on **Monday 10 January 2022**

 at 7pm at The Barnsdale Community Centre, Sutton Heath

**Present**: Cllr L Chalklen

 Cllr N Ward

 Cllr R Merriam

 Cllr A Betteridge

 Cllr S Hadley

 M Merriam (Parish Clerk)

**In Attendance:**

Cllr J Mallinder (for part of meeting)

Cllr A Reid (for part of meeting)

1. **To receive apologies for absence**

Apologies were received from Cllr Prokopowycz and Cllr Hirst.

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

There were none.

1. **To approve the draft minutes of meeting held on 8 November 2021**

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

1. **To receive brief reports from:**
	1. *Suffolk County Council*.Cllr Reid had previously sent his report which had been circulated. He highlighted a budget scrutiny meeting which was to take place to run through details of the proposed budget for 2022/23. They are looking to increase expenditure from £598m to £625m. A Band D property would increase by 80p per week and a Band B property would increase by 62p per week. There has been a huge rise in mental health issues throughout the pandemic so they are allocating £2.5m towards support. More money is going into improving equipment for Suffolk Fire & Rescue Service. In due course all the 60,000 street lights in the area will be changed to LED which will save money in due course.
	2. *East Suffolk Council*. Cllr Mallinder had previously sent his report which had been circulated. He highlighted the focus for this year which is “The time is to act now”. Waste is a priority; collection of this will be changing in due course. Cllr Mallinder confirmed that he would support the application for grant for a dual recycling / general waste bin. He asked that data be provided in due course to see if recycling is being adhered to in order that contamination is avoided.
2. **To discuss finance**
	1. *Income and Expenditure Report & Bank Reconciliation*

**Cllr Merriam** said that the accounts were not ready but would be delivered to each councillor in the next few days once the bank statements for December were received. The bank statements would be given to **Cllr Ward** for review and signature.

* 1. *Final approval of Budget*

The Budget figure of £9,750 had been agreed at the last meeting but not formalised. It was proposed by Cllr Merriam and seconded by Cllr Chalklen. The **Parish Clerk** would deliver the Precept to East Suffolk Council.

1. **To discuss table to replace cooker at Crompton Hall**

The Parish Clerk said that she had received a quote of £95 from a carpenter who would build a made to measure wooden table for the kitchen. After discussion it was agreed that a wipeable kitchen work top would be better. It would be fairly easy to get hold of an offcut worktop. **Cllr Betteridge** would check with the Health & Safety Officer and confirm permission before this proceeds.

1. **To discuss update on two recycling/general waste bins**

After much discussion it was agreed that three dual general/recycling bins - Nexus 200, with pad - should be purchased up to the total value of £3,600 (£1,200 per bin which includes a concrete pad). One bin would be located in Rock Gardens, one in Ipswich Close playpark and the other outside the Community Store. **Cllr Betteridge** will check with MOD for permission to remove the existing single bins and replace with the dual bins. Two bins would be purchased by the parish council and one bin would be bought via a grant from East Suffolk Council’s Enabling Communities Budget. VAT on these purchases is refundable. Proposed by Cllr Ward and seconded by Cllr Hadley. This agreement to purchase three bins supersedes the previous agreement made at the meeting in November 2012 to purchase two bins.

1. **To discuss update on Emergency Plan**

Cllr Chalklen said that she has drafted a letter to residents saying that an Emergency Plan is being set up and asking for volunteers for various roles. The Parish Clerk produced details of a sleeping bag which would go into the Emergency Equipment box in Crompton Hall. It was agreed that six sleeping bags be purchased at £11.99 each. The Parish Clerk had spoken to Arco regarding the purchase of six hi viz vests (£5.20 each) and six high viz bomber jackets (£23.89 each) – all ex VAT. Purchase of the vests and jackets was proposed by Cllr Betteridge and seconded by Cllr Ward. Printing of the logo was expensive so **Cllr Chalklen** was to find out from a contact if a better price could be found.

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

Cllr Chalklen said that she has a family contact who offers First Aid courses for a group of up to 12 people. They would offer two groups for the needs of Sutton Heath parish. There is a friends and family rate for a one day emergency first aid at work course which would be £359 for up to 12 people. This would be offered to the community (and paid for by the parish council) so that when parish events are taking place there will be qualified people on hand. This qualification would also be used for the Good Neighbour Scheme and Emergency Plan which are both in the formation process.

1. **To receive update from Events Committee**

Cllr Betteridge confirmed that the Quiz Night had to be postponed and would be rescheduled for a day in March. For the Queen’s Platinum Jubilee celebrations Cllr Betteridge has been in touch with Sandlings School regarding what needs to be provided in order to have use of their field and she is waiting for a response. On Sunday 5th June there will be a street party in Pall Mall and that will be the date Sutton Heath parish will have a community picnic / village fete. It is not feasible to have a street party in the estate as roads would have to be closed which will inconvenience people working and delivering. The event will also be an opportunity to raise funds for the Blossom appeal. There was also discussion about the souvenir plate.

Cllr Betteridge said that the Seniors’ Afternoon Tea was a great success; pilates, yoga and bingo are back on again.

1. **To discuss Rock Gardens**
2. Water tap – **Mr Askew** is finding out a price for this.
3. Shrubs from Swanns’ Nursery – the chosen shrubs and bedding plants will be delivered at the beginning of Spring. Two of the trees in the garden have not taken and a couple of pieces of fence have broken. Swanns said they will be replaced both at their cost.

The Parish Clerk said that the Platinum Jubilee oak tree sapling will be available for collection any time after 15th February. A decision needs to be made as to where it should be planted.

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

There were none.

1. **To receive public questions**

There were none.

1. **To consider correspondence received**

An email had been received by the Parish Clerk from a resident regarding trees which are being cut down on the Estate and suggesting that some be planted to replace these. The matter was discussed. It was mentioned that every tree Amey remove (each one is numbered) is planted elsewhere in the estate at a later date. The land in Sutton Heath is either owned by the MOD or Preim so permission to plant would need to be obtained from either of them. However, more fruit trees are to be planted in Rock Gardens to replace the ones which have not taken. The parish Christmas tree has now been planted in Rock Gardens. Also an oak tree will soon be arriving to celebrate the Queen’s Platinum Jubilee. The **Parish Clerk** would respond to the resident who raised this issue.

1. **To discuss AOB (for info only – any decisions to go on Agenda for next meeting)**
* Cllr Betteridge mentioned that Mr Askew was suggesting that a rock be bought to be placed into the plinth where the memorial is to go (which would remember all the soldiers from Sutton Heath parish who were lost in wars). **Mr Askew** was happy to look into prices.
* It was suggested that two of the Remembrance wreaths be re-tied to the front entrance to Rock Gardens, leaving the one remaining wreath to be tied to the foot of the boards in the Gardens, as they will last longer if they are off the ground. **Cllr Betteridge** would ask the gardener to do this.
1. **To agree the date of the next meeting**

The next date of Monday 7 March was agreed.

The meeting closed at 9 pm.

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

 Chair Parish Clerk

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