

ALPHETON PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING

HELD ON 1ST DECEMBER 2020 AT 7PM (REMOTELY BY WAY OF VIDEO CONFERENCING)

- 1 Apologies: Apologies received by Cllr Richard Kemp and Cllr Elizabeth Malvisi owing to unsuccessful attempts to join the meeting via video conferencing. The Parish Council Clerk was also unable to attend.
(Cllrs agreed that the meeting was quorate and should continue with the Chair taking the minutes).
- 2 Declarations of Interest: None
- 3 To consider and approve the draft Minutes of the meeting held on. 13th October 2020. Cllr Katie Jacobs proposed and Cllr John Nunn seconded that the minutes of the meeting held on 13th October 2020 were a true and accurate record of the meeting. All Cllrs present approved.
- 4 Matters Arising: (updates from the previous meeting)
 - (i) SCC has confirmed the six sites for positioning SIDs. Councillors were able to view sites by means of Cllr Rix's computer and google maps. The following sites were agreed:
 - (a) A134 – the existing site of the mobile TVAS post at the northern end of the A134;
 - (b) on the east side of the A134 opposite Fir Tree Cottage; new pole to be erected at sufficient height to mount SID at required level;
 - (c) on the southern side of the A134. Height of the pole to be raised with SID and solar panel mounted above the speed camera warning sign;
 - (d) Old Bury Road: position SID on Shop Hill opposite Elliots Cottage and Shop Hill Cottages. Height to be raised to mount SID and solar panel above 30mph repeater sign;
 - (e) Church Lane, Alpheton: position on the opposite side of the road to 'Tanglewood', new pole to be erected at sufficient height to mount SID at required level;
 - (f) Aveley Lane, Bridge Street: position SID on the wide grass verge in front of No1, Aveley Lane. A new pole too be erected at sufficient height to mount SID and Solar Panel at a height so as not to restrict the view of traffic emerging from the side road onto Aveley Lane.
All positions (a-f) allow for SID to be turned to face traffic in both directions. APC will be required to purchase three new poles.
 - (ii) Defibrillators: Decision on purchase of defibrillators deferred until clarification of Council VAT procedures are confirmed.
Councillors were unable to confirm the total amount raised by donations towards the defibrillators. The Parish Clerk to provide details.
 - (iii) Yorkshire Bank: Councillors are waiting for confirmation that Cllr Rix, Cllr Gray, Cllr Nunn are joint signatories for cheques. Agreed that following the departure of our current Clerk on 31st December 2020 all council business should be passed over to the Chair until a new Clerk is recruited.
- 5 Public Forum. No members of the public in attendance.

Signed.....

Dated.....

- 6 District and County Cllrs Reports. *District and County Cllrs reports were circulated to Cllrs prior to the meeting.* Reports received from Cllr Richard Kemp, Cllr John Nunn & Cllr Elizabeth Malvesi
- 7 Correspondence (all correspondence has been forwarded to Cllrs ahead of the meeting)
- (i) Correspondence from the Clerk in relation to site locations for SIDs discussed under Matters Arising.
 - (ii) Correspondence noted from the Clerk in relation to the sum of £1,848.12 of CIL monies available towards purchase and installation of a SID or Defibrillator.
 - (iii) A new instruction from Suffolk Highways 'Working Together to Reduce Speed (*July 2020*) was briefly considered but as not all Councillors had read the report thoroughly, it was agreed to defer any decision to a further meeting,
 - Cllr John Moore agreed to seek clarification about the cost of poles quoted in the report.
 - Agreed the requirement to set up a group of Volunteers to manage a rota system for alternating the SID between sites. At least two people must be involved with suitable ladder/platform set on a level surface including wearing high visibility jackets.
- 8 To consider, and if appropriate, co-opt two vacancies for Parish Cllr positions
The applications received for the two Parish Council vacancies were approved and co-opted onto the Parish Council. (*Chair to request Clerk to formally notify respective new Councillors and forward to them the appropriate paperwork for completion*)
- 9 To finalise draft Precept for 2021-22 (following on from the meeting of 13 October 2020). The draft Precept for 2020-2021 was approved. Noted that the budget for training 2020 was unused. Agreed that training had been put on hold owing to COVID-19 and would be offered to current and new Cllr members when training recommences.
- 10 Clerks/RFP's report.
- Resignation of Parish Clerk/Proper Officer/RFO accepted. APC is a paid-up member of SALC, the Chair to access the SALC website and pursue advertising for a new Clerk.
- (i) Cllrs requested an extraordinary meeting to be held at 7pm on Wednesday 16th December 2020, inviting new members to discuss the role of the Clerk and appropriate job description, as well as look at roles Cllrs may be able to undertake. Agreed to hold meetings between the regular bi-monthly Parish Council meetings to aid communication between Cllrs wishing to discuss pressing queries, issues or projects.
 - (ii) Schedule of any items awaiting approval for payment. Noted and agreed.
- 11 To consider and agree meeting dates for 2021. Agreed meeting dates for 2021 as follows: First Tuesday of the months, 2 February 2021; 6 April 2021; 4 May 2021 (Annual Parish Meeting followed by Annual Parish Council Meeting); 3 August 2021; 5 October 2021; 7 December 2021
- 12 Planning: no new planning matters. Noted.
The Chair reported that a pre notification leaflet from a Property Developer representing a new planning application for Alpheton is to be circulated to all households in Alpheton prior to formal submission to Babergh District Council the following week.
- 13 Parish Councillors reports.
- (i) The Chair reported that following a seasonal grit bin inspection by Cllr Moore, Cllr Jacobs and Cllr Gray all grit bins are full apart from one grit bin reported damaged several months ago. Following a further follow up by County Cllr R Kemp, SCC have promised to replace the damaged bin within the next two weeks.

Signed.....

Dated.....

- (ii) Cllr Moore asked if he could bring two additional requests from Parishioners to the meeting under Any Other Business. Cllr Rix confirmed that AOB was removed from the Agenda approximately 18 months ago. New requests, projects raised by parishioners should be considered under Parish Councillors Reports or added as separate Agenda items.

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- (iii) Cllr Rix (*on behalf of Cllr Kemp*) announced that Cllr Kemp has a sum of £2,500 which he is planning to give to APC to facilitate the purchase of SIDs but must instigate payment before 31 December 2020. The Chair to contact the Clerk to arrange a formal letter of request to Cllr Kemp.
- (iv) Cllr Moore provided a brief update on the Village Hall. Committee members are making progress with a number of ideas. Parishioners will be informed shortly.
- (v) At the last VH meeting a request to clean-up and make use of the Old Red Telephone Box in Old Bury Road was put forward by a volunteer. Cllrs approved and Cllr Rix confirmed that the BT paint kit is available to whoever wishes to upgrade.

- 14 Date and time of next Parish Council meeting. 2 February 2021 at 7pm (by video conferencing). In view of the difficulties experienced by some members using Skype, the Council will revert back to Zoom for future meetings.

Meeting closed at 9pm

Signed.....

Dated.....