

ALPHETON PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING

HELD ON 2 FEBRUARY 2021 AT 7PM (REMOTELY BY WAY OF VIDEO CONFERENCING)

- 1 Present: Cllr Rix, Cllr Moore, Cllr Jacobs; Cllr Nunn, Cllr Kemp and Cllr Gray (*minuting in absence of the Clerk*), were in attendance
- 2 Apologies: Apologies received from Cllr Baker owing to a family funeral and Cllr Malvisi owing to another commitment.
- 3 Declarations of Interest: Noted: none
- 4 To consider and approve the draft Minutes of the meeting held on 13th January 2021
Cllr Jacobs approved and Cllr Moore seconded that the minutes of the meeting were a true and accurate record. All Councillors at the meeting agreed.
- 5 Matters Arising:

<p>(i) SID's – update on location sites following consultation with Suffolk Highways</p>	<p>(1): A134 – existing site of the mobile TVAS post at the northern end of the A134: new pole to be erected of sufficient height to mount SID and Solar panel at required level (2): On the east side of the A134 opposite Fir Tree Cottage: new pole to be erected of sufficient height to mount SID and Solar panel at required level (3): At the southern end of A134 - at site of speed camera sign: new pole to be erected of sufficient height to mount SID and Solar panel at required level (4): Old Bury Road - at 30mph repeater post: new pole to be erected of sufficient height to mount SID and Solar panel at required level (5): Church Lane - at 30mph repeater post: new pole to be erected of sufficient height to mount SID and Solar panel at required level (6): Aveley Lane - at corner of junction with slip road to housing: new pole to be erected at sufficient height to mount SID and Solar panel without obstructing vision to vehicles exiting the slip road.</p> <p>Cllr Rix noted that under the 'Working Together to Reduce Speeding' documentation that where there are existing poles at sites 1, 3, 4 & 5 Suffolk County Council will replace them with a new pole of the required height, free of charge. Where there are no existing poles at sites 2 & 6, SCC will install a new pole at a cost of £190 each to the Parish Council.</p> <p>Suffolk County Council will also provide a free 'Kill Your Speed' sign to be mounted on the pole whenever the SID is not present. The reason being that SCC do not want any bare poles.</p>
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Signed

Dated

<p>(ii) Tree of Lights Ceremony – December 2020</p>	<p>(a): Paddy Trevelyan of Alpheton PCC confirmed that owing to COVID-19 guidelines refreshments for the Tree of Lights Ceremony were not provided at the Carol Service held in Alpheton Church in December 2020. Therefore no costs were incurred by the Parish Council.</p> <p>Paddy advised that she has now retired from the PCC (at the age of 90) and contact in future would need to be with the Church Warden, Charlotte Blyth.</p> <p>(b): Cllr Baker confirmed that she and her husband would continue to support the Christmas lights on the tree at The Green using the electricity supply from their home nearby.</p>
<p>(iii) Flooding in Old Bury Road – response from Suffolk Highways</p>	<p>Ongoing flooding problems in Old Bury Road were reported to Suffolk Highways by Cllr Moore and Cllr Kemp on 14th December 2020. A response from the Asset Manager, Suffolk Highways on 23 December 2020 stated that, although a long-standing issue, owing to the main 21/22 planned drainage works being oversubscribed, no planned action could be promised in the near future.</p> <p>Cllr Moore explained that the surface water drainage system along Old Bury Road comprises ditches on one side and connected drains on the other with a connecting culvert crossing the road between 1 The Glebe and Lynwold. The flooding seems to emanate from the culvert under the track leading to Buxtons and then seems to be exacerbated downstream by the level of floodwater in the ditch at Lynwold rising above the outlet of that culvert. SCC Highways have jetted and undertaken a camera survey and flooding at Doone House has been much less severe in the last year or so.</p>
<p>(iv) Vacancy for Parish Clerk</p>	<p>Noted that no enquiries had been received at the time of this meeting. Chair to contact SALC to update the deadline and interview dates which will go forward into March 2021.</p>

6 Public Forum: No members of the public present.

7 District and County Cllrs Reports:

Reports were received from Cllr R Kemp (SCC), Cllr John Nunn (BDC) and Elisabeth Malvesi (BDC).
(attached to these minutes).

8 Correspondence (all correspondence has been forwarded to Cllrs ahead of the meeting)

9 SID Purchase:

- (i) Two options for purchasing Speed Indicator Devices from the manufacturer in Europe were considered after Cllr Rix sought advice from Yorkshire Bank and the Finance Manager of SALC.
The Finance Manager of SALC explained that the Parish Council should agree at a Council meeting, prior to purchase and any invoice and receipt should have the Parish Council name on it. Details of the transaction must be minuted to provide clear and transparent processes.

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Cllrs agreed that the use of a credit card would provide more protection as these purchases involved a substantial sum of money. The alternative method would be by a SWIFT payment through Yorkshire Bank which would be a slower transaction process and incur an additional fee.
Cllrs agreed to go ahead with the purchase of two SIDs from the manufacturer in Austria by credit card.

- (ii) Cllr Rix provided the meeting with details of the new VAT regulations now that the UK has left the EU. VAT would now be paid when the devices arrived in the UK. HMRC would charge VAT at 20% which will be paid via the courier in the normal way. APC would then reclaim the 20% VAT on Form 126 as the Parish Council is not VAT registered.
- (iii) Insurance Cover for SIDs and Defibrillators
The Chair confirmed that contact had been made with APC's Insurance Provider CAS who confirmed that a small additional cost of approximately £26 would be incurred following the purchase of two SID's and two Defibrillators.
The Chair agreed to check with the Insurers whether APC have the appropriate Public Liability Insurance and that this would cover Volunteers who would be installing and moving SIDs to and from the six designated sites.
- 10 Defibrillators:
(i): Cllrs approved the new invoice from Gryphon for the sum of £2,700 (no VAT).
(ii) Cllrs were advised of a recommendation from the Electrician who visited Alpheton Village Hall to assess the appropriate location of the Defibrillator. This will be sited above the left side of the steps to the external kitchen door. The steps below the site of the Defibrillator need repair work carried out before installation can take place. The Electrician advised that he is able to carry out this work for the Parish Council. Cllrs agreed to fund the necessary additional work.
- 11 Clerks/RFP's report
(i) Schedule of Items waiting approval. Noted and approved
- 12 Planning: No new planning applications received at the time of the meeting
- 13 Parish Councillors reports:
(a) Cllr Gray reported that the Flooding incidents in Bridge Street increased in December 2020 and January 2021 with at least three homes flooded, including other gardens. These incidents at Bridge Cottage, The Mill House and Alpheton Mill had been reported to the Environment Agency by the residents of Meadow View whose garden and summer house were flooded. A site meeting between the Environment Agency, SCC and Suffolk Highways was due to take place on 8th January 2021. This was cancelled owing to the latest COVID lockdown as some staff were on furlough or working from home.
Cllr Kemp requested that residents write to him providing full details of the flooding. Cllr Kemp will report these incidents to relevant personnel in the Environment Agency as this is a long standing problem which has not been resolved.
Cllr Nunn advised that LMPC had purchased two tons of sand which had been bagged up by the Long Melford Volunteer Group. Residents should contact the Clerk at LMPC or Cllr Nunn to request help in an emergency. The sand bags will be delivered by the Farm owner and Cllr Nunn.
(b) Cllr Moore reported concern over the condition of the small building abutting the Village Hall. Cllr Kemp agreed to contact and alert the owner to its condition.
(c) Cllr Moore reported concern at the difficulty exiting Old Bury Road onto the A134 particularly when turning right. Cllr Moore suggested recruiting a group of Volunteers to help clear the undergrowth and bushes on the right-hand side of the junction to alleviate the problem, when the weather improves.
(d) Cllr Moore raised concern at a small minority of dog walkers who are not mindful of keeping their dogs on leads when walking along roads or leave dog excrement on grass verges. With the lambing season soon to be upon us Cllr Moore considered it prudent that dogs should be kept on a lead whether on the roads or in fields. Suggestions to finding a suitable way of reminding this small minority of dog walkers of their responsibilities was sought now that the Parish Magazine is in hibernation.
Councillors to consider options at a later date.
(e) Cllr Jacobs reported that even after numerous emails with Swift Landscaping, the Contractors working for Suffolk Highways, the long-awaited replacement grit bin in Old Bury Road had not been replaced. As a SCC highways vehicle damaged the bin it is their responsibility to replace it. The latest communication from SCC has suggested it should be a yellow bin as opposed to the green bin requested.
Cllr Kemp has also contacted Suffolk Highways again to express his impatience at the delay in getting the bin replaced after both his and Cllr Jacobs efforts to get this sorted.

Signed

Dated

- (f) Cllr Moore advised the Parish Council that he had provisionally recruited four people who are willing to become members of the Alpheton SID Volunteer Group for erecting and moving the Speed Indicator Devices around the six designated sites.

14 Date and time of next Parish Council:

The date of the next meeting is Tuesday 6th April 2021 at 7pm by video conferencing (Zoom)

The meeting ended at 8.30pm

Signed

Dated