

MINUTES OF A MEETING OF ALPHETON PARISH COUNCIL
HELD AT ALPHETON VILLAGE HALL ON 4th February 2014 AT 7.00 PM

Present; Ken Watkins, (Chairman), Alan Ariss, John Holdway, Maureen Lankester, Graham Maskell and Trevor Rix. Also present Julie Rix the Clerk.

Apologies; Richard Kemp, John Nunn.

There were no declarations of interest.

The minutes of November 27th 2013 were signed as correct. Proposed by John Holdway and seconded by Alan Ariss.

Matters Arising

The Rose and Crown portacabin has gone. Either late Monday or early Tuesday last week, and the first of the new buildings has been started.

Regarding the bus stop opposite the end of Old Bury Road - costings and design are in process at County Highways.

The extra Bottle bank and aluminium can bank were due to be discussed by the Village Hall committee. Alan reported that the committee was not in agreement over this.

Maureen Lankester reported that the vegetation had been cut back in Aveley Lane and exposed the sign that had been obliterated by it and that it was much better.

Police

We have a new PcsO Siobhan Hemmett, who has taken over from Hannah Partington, and a new Sgt Kathy Ellis. Unfortunately Siobhan was not able to attend.

The Babergh West Safer Neighbourhood Team will meet in Alpheton on Tuesday 18th March 2014 11am-12pm.

The new Acting Inspector Kathy Ellis has written to see if we are happy with the current format of the Crime Reports sent to us. We will reply that we are.

Planning – No Issues.

Highways

The Clerk had reported the empty grit bins and eventually they were all filled by 10th January. (There had been trouble with a new contractor.)

The pot holes around the Green have also been reported again, but there has been no response as yet.

Two broken signs have been reported – one on the Green 'Church Lane', and the 'Old Bury Road' sign near the bus shelter. The latter has been repaired and the replacement for the Green has been ordered.

Finance

The budget - our revised precept request went in last month and it was formally approved at this meeting. Proposed by Ken Watkins and seconded by Alan Ariss. All were in agreement.

Babergh had reduced their grant from £207 to £88, but increased the tax base. The figure we have requested from Babergh is £2847.00 and we will also receive a grant of £88 giving us £2935.00. We have today had an acknowledgement from Babergh concerning this. This precept gives the Parish a Council tax Band D amount of £26.20. This is a 1.96% increase on 2013/14.

The charge for the emptying of litter and dog bins is going up slightly to £210.26. An invoice has been received for £205.40 for the year 01.01.13 to 31.12.13.

The Clerk's payslip for the second half of the year has been sent through.

Mr Maskell's grass cutting invoice was handed in.

Cheques authorised at this meeting;

No; 423	£205.40	Babergh District Council (Bins)
No; 424	£946.30	J Rix – Clerk's half salary
No; 425	£863.00	G Maskell – Grass
No; 426	£12.00	Alpheton Village hall – Hire

Correspondence and Clerk's report

The limit of the Section 137 expenditure has been set at £7.50 per head.

Community Action Suffolk offer a Village halls Survey for 2013-2014 via acre@acre.org.uk
Suffolk Association of Local Councils (SALC) - Notes on Allotment Disposal and the Local Audit and accountability Act 2014.

Chairman's report

John Holdway and Ken Watkins attended a Neighbourhood Planning seminar at Lavenham yesterday. Apart from Babergh and Mid-Suffolk officials, they heard from two parishes that are well on the way to putting a Neighbourhood Plan into effect. Rendlesham, with just over 3,000 inhabitants, is facing housing development which will increase the population by 50 per cent, so obviously they are trying to ensure there are some community benefits to go hand in hand with that. Lavenham has carried out market research – letters to every household, meetings, a test sample questionnaire, followed by a questionnaire to every household, as well as online. Both councils, plus volunteers, have devoted a considerable number of hours to these over the last two years.

Villages in Babergh fall into three categories – core villages, like Lavenham and Long Melford; hinterland villages, Acton, Lawshall, Great Waldingfield; and countryside, which is where we find ourselves. Housing development will take place in the core and hinterland villages. In the countryside, Babergh's policy is "development will only be permitted in exceptional circumstances subject to a proven justifiable need."

Richard Kemp had sent his Parish Reports for January and February

The dates of future meetings was discussed. In order to be available to all councillors it was decided to hold meetings on the first Tuesday of the month (except January).

Meetings will be 1st April, the AGM on 27th May, 5th August, 7th October, 2nd December.

Trevor Rix gave his apologies for the April meeting.

There being no further business this meeting closed at 8pm.

The next meeting will be April 1st 2014 at 7pm.

MINUTES OF A MEETING OF ALPHETON PARISH COUNCIL
HELD AT ALPHETON VILLAGE HALL ON 2nd April 2014 AT 7.00 PM

Present; Ken Watkins, (Chairman), Alan Ariss, John Holdway, Maureen Lankester, Richard Kemp, John Nunn, and PCSO Siobhan Hemmett.

Also present Julie Rix the Clerk.

Apologies; Trevor Rix. There were no declarations of interest.

There was also one member of the public.

The minutes of February 4th 2014 were signed as correct. Proposed by Alan Ariss. and seconded by John Holdway.

Matters Arising;

Alterations to the Bus Stop on A134 are still pending due to demand for works. The revised Precept application has resulted in a 2% increase to the Council Tax Bills. There is no sign of any repairs to the pot holes around the Green.

Police

PCSO Siobhan Hemmett was present but had also sent a Report in advance of this meeting. She was welcomed. Up to date speeding figures were requested and she will see to this. A recent spot check with the camera resulted in one motorist ticketed and another offered a course.

A resident has offered to run a Speedwatch initiative in the village (please see Chairman's Report below). It would cost £2,500 to buy the speed 'gun' so perhaps this council could borrow or lease one from a neighbouring parish. Mr Munn said that he would mention our request to the Chair of Long Melford parish. He was thanked.

Planning

B/14/00159/TPO/DP - Reduction of Crown of Horse Chestnut tree, Woodhall, The Tye, Alpheton, approval granted.

A recent accident at Bridge Street resulted in a car landing in Chad Brook. The safety of road surface South of that spot has been called into question.

Finance

Cheque authorised;

No; 427 £12.00 Alpheton Village Hall – Hire

£116.96 of Recycling credits has been received.

Clerk's Financial Year End returns have been filed and P60 received.

We have received a note about new financial regulations from Suffolk Association of Local Councils (SALC) and the National Association of Local Councils (NALC) – Repeal of s 150(5) of the Local Government Act 1972 – allowing councils to review their financial control systems. This is , in part, to allow internet banking, amongst other things. This council will continue to issue cheques with two signatures, as at present. The regulations will need to be studied carefully to make sure that we comply, but one adjustment that will need to be made will be to authorize any works in writing.

Correspondence and Clerk's Report

The Audit pack has arrived, and the completion date is 21st May 2014.

Community Roadshow at Stutton Village Hall, Manningtree Road, Stutton Saturday 17th May.
Book by calling 01449 724654.

Link to Register of Electors.

Babergh & Mid Suffolk Newsletter

SALC – New Policy Consultation – Proposal to use a Legislative Reform Order to make it easier to create a Town or Parish Council.

Suffolk County Council news release – Year of Opportunities for bus services in Suffolk
Alpheton History Recorder – post still vacant.

Babergh Core Strategy and Policies (2011-2031 Local Plan Document : Adoption

Whitehouse Furniture now known as Realise Futures Eco Furniture

SALC Traini8ng Courses

Invitation to join a Rural Sounding Board

Chairman's Report

The Safer Neighbourhood team held a meeting here a couple of weeks ago. Speeding was an issue that almost everyone raised. We have had the van here a couple of times recently, and one of the officers has also been out with the gun.

The Chairman has been approached by Julie Moss, at Doone House, offering to run a Speedwatch scheme. The Chairman has asked the Community policing team for information on this to be forwarded to her, with a copy to the parish council. There will be some cost involved, we should consider offering some financial support. Julie is willing to fundraise, and recruit members, so if anyone is interested, then please contact her.

District and County Council Report.(On File.)

Richard reported that it was a matter of Public knowledge that investigations within the Planning Department at Babergh District Council were being made due to irregularities.

Any Other Business

Mr Nunn noticed that there is a Milestone leaning towards the main road at Bridge Street. It is in fact in Long Melford's parish, and they have just restored another one near Rodbridge Corner. This may need the same attention.

The dates for future meetings had been made at the February meeting so the Annual Meetings will be May 27th 2014 at 7pm.

This meeting closed at 7.35pm

MINUTES OF
THE ANNUAL MEETING OF THE PARISH OF ALPHETON
HELD AT ALPHETON VILLAGE HALL
ON 27th MAY 2014 AT 7.00PM

Apologies; Richard Kemp.

Present; Ken Watkins, (Chairman), Alan Ariss, John Holdway, Maureen Lankester , Graham Maskell and Trevor Rix. Also present Julie Rix the Clerk, and one member of the public.

There were no Declarations of Interest.

The Chairman welcomed everyone to the meeting. The previous Annual Meeting's minutes were signed as correct. Proposed by Trevor Rix seconded by Alan Ariss.

Reports

Richard Kemp had sent his County Council Report. He reiterated the savings required by Suffolk County Council and outlined ways in which this was being implemented; confirmed more government funding for high speed Broadband; listed the Locality Budget funding available for Melford Ward (of which Alpheton is a part). He thanked the parish for their support. He was in turn thanked.

Shimpling and Alpheton Women's Institute's report from the Village Magazine was read. They are thriving and new officers have been appointed.

Alpheton Village Hall's report was read. The Trustees continue to maintain the facility for use by the local community. Regular events are organised in addition to the Film Nights and Social Evenings. More trustees are sought due to resignations on the committee.

Chairman's Report:

The biggest issue, certainly the one which took up the most time, was the budget for 2014-15. After we had agreed an unchanged precept in November, we were then advised by Babergh that their discretionary grant was being cut from £207 to £88, which necessitated an adjustment to the precept. This resulted in an increase of 2% to the Precept.

Another issue is the question of a second bottle bank at the village hall. The parish council (and therefore the village, through the Council Tax,) benefits from recycling credits, so a second bottle bank would hopefully increase our income. Babergh appear to be unlikely to be providing a discretionary grant, however small, for the 2015-2016 financial year. The current bottle bank is emptied monthly. (A more frequent collection will be requested.) Having a second bottle bank is in the gift of the village hall committee, and a first request from the parish council has been turned down. I have asked the village hall committee if they would give fresh consideration to the request. An aluminium can bank would also be an asset depending upon its siting.

A concerned parent in the village has asked for improvements to the bus stop opposite the bottom of Old Bury Road. It's currently just a small concrete base. We have, through Richard, supported that request, but there are apparently more than 90 requests countywide for bus stop upgrading.

John and Ken attended a Neighbourhood Planning seminar at Lavenham in January, which informed us that housing development is only taking place in core and hinterland villages. Alpheton and Bridge Street do not fall into either category. We are countryside, where no development is planned at present.

The Rose and Crown continued to be an issue, with the final portacabin only being removed in January, more than a year after it should have gone. Work started on one of the proposed new outbuildings, and seems to be part completed.

Ken was thanked for this report.

Finance

The Finances for 2013/2014 were presented to the council for adoption. The accounts were presented, agreed by the council and had been signed by the clerk and chairman. Sections 1 and 2 of the Annual Return had also been completed and signed. (Statement of Accounts and Annual Governance Statement). The books have been audited internally by Ms Lynne Holt and have been sent to BDO Stoy Auditors for external auditing (deadline 21st May 2014).

There being no further business this meeting closed at 7.15pm.

MINUTES OF ALPHETON ANNUAL PARISH COUNCIL MEETING
HELD AT ALPHETON VILLAGE HALL ON 27th MAY 2014 AT 7.20 PM

Apologies; There were none.

Present; Ken Watkins, Chairman, Alan Ariss, John Holdway, Richard Kemp, Maureen Lankester , Graham Maskell and Trevor Rix. Also present Julie Rix the Clerk, and one member of the public.

The Chairman, Ken Watkins stood down and Alan Ariss nominated Ken for Chairman for the coming year, seconded by Maureen Lankester. There were no other nominations and this was carried.

Ken nominated Alan as Vice Chair, seconded by Trevor Rix and again there were no further nominations and this was also carried.

The Declaration of Acceptance of Office form was signed.

There were no Declarations of Interest.

The Chairman welcomed everyone to the meeting. The previous Annual Meeting's minutes were signed as correct. Proposed by John Holdway seconded by Maureen Lankester

Matters Arising

Improvements had been asked for the bus stop opposite the bottom of Old Bury Road. It's currently just a small concrete base and the parents and children who use it are concerned that it is dangerous with out more distance from the road and some kind of barrier. Last time this council met costings and design were in process at County Highways. This council has given approval for works to be done. Richard Kemp will see if any progress has been made.

The revised Precept went into Babergh. £2847 will be the Precept, and £88 as Babergh's grant, (down from their original figure of £207.)

Potholes at the Green are still unfilled and some are deep. There has been no news on fixing these from SCC. Richard will enquire.

The speeding results from 4th January to 2nd April 2014 in Alpheton have recorded a total of 100 offences. The highest number of these are consistently on Saturdays and Sundays.

Julie Moss has had seven people willing to volunteer to help with Speedwatch. It is hoped that they will be able to share resources with Long Melford parish.

A telegraph pole has been put up outside no3 Bury Road on the small patch of grass between the main road and the old road. In the opinion of this council it is in a dangerous position in that if a vehicle takes the bend too fast it is in direct line. No permission or advice was sought on siting from this council. The clerk will investigate.

The Village hall Committee is reluctant to have another bottle bank on the hall land. This is a pity as the revenue from this goes into the Parish Council's budget and directly affects the amount of charge on residents through their Council Tax. The Chairman will speak to them again. The clerk will ask if the bank can be emptied fortnightly. (At present monthly)

The meeting was then adjourned for questions/comments from the floor. Mr Barraclough remarked that the Mobile café's sign on the bend opposite the Green was distracting. The Chairman will have a chat with the Garage who is running it.

Mr Maskell remarked on the long line of reflector posts near the Lawshall turning. Was this necessary?

Mr Kemp's May report contained information on the Suffolk Walking Festival;; SCC's Empowering Parents initiative (encouraging parents to get behind their children's education); Suffolk Families Information service; the fact that that 900 pupils were excluded from schools in Suffolk over a four year period for assaulting an adult; comments from a Sudbury Steering Group Meeting about funding for traffic improvements in Sudbury being wasted; Sudbury drops the 20mph zone idea; and Lavenham's redundant telephone box becoming a Wi-fi hot spot. (Report on File)
Mr Kemp was thanked.

Mr Kemp will look into the issues raised; pot holes, reflectors, bus stop, also the damage to both sides of Chad Brook where vehicles have left the road and broken the bridges. He mentioned that an anti slip surface should be put down in Bridge Street also.

Clerk's Report and Correspondence
As Correspondence list.

There being no further business this meeting closed at 7.45pm

The next meeting of the Parish Council will be August 5th at 7pm.

MINUTES OF A MEETING OF ALPHETON PARISH COUNCIL
HELD AT ALPHETON VILLAGE HALL ON 12th August 2014 AT 7.00 PM

Present; Ken Watkins, (Chairman), Alan Ariss, John Holdway, Maureen Lankester, and Trevor Rix. Also present Julie Rix the Clerk, and District Councillor, John Nunn.

Apologies; Graham Maskell, Richard Kemp and PCSO Hemmett.

There were no declarations of interest.

The minutes of 27th May 2014 were signed as correct. Proposed by Trevor Rix, seconded by Maureen Lankester.

Matters Arising

Bus Stop works – these have been approved and ordered but not yet programmed. (There are 90 bus stop improvements pending, countywide)

The first Speedwatch meeting will take place on 13th August. 6-7 people are keen to join. The Chairman will attend.

It has proved very difficult to contact Openreach with regard to the telegraph pole's unsuitable location. There is no identification on the pole. The chairman has contacted our PCSO for her help.

Bottle bank – the bank is now emptied every 3 weeks which has helped. The Chairman of the Village Hall Trustees has said that he will review the situation in 6 months time with regard to having a second bank. Glass from Alpheton Barns is being taken elsewhere.

The Lay by mobile café sign has been moved to Clapstile Corner.

The railings at Bridge Street by Chad Brook which were broken following a car accident have been repaired.

Finance

Model Financial Regulations. The Chairman had emailed everyone with the draft proposal from NALC. We are obliged to update our financial regulations to comply with government legislation. The draft proposal more than covers what we need, but if we adopt it, then all our financial actions are covered.

The Audit has been concluded and all is satisfactory. All pages in the loose leaf Minute Book should be initialled in addition to being numbered. There is no fee required this year.

The membership receipt for Community Action Suffolk has been received.

Ladywell Accountancy has sent the Clark's half year salary slip and an invoice for completing our payroll.

The remainder of the Locality Budget has also been received (£153.20) which is earmarked for roof shingles for the bus shelters. Alpheton garage have paid the licence fee (£925).

Cheques authorised;

No 433	£12	Alpheton Village hall Hire.
No 434	£25	Ladywell Accountancy
No 435	£936.94	Mrs J Rix - ½ year salary
No 436	£54.05	Mrs J Rix - ½ year expenses

Clerk's Report and Correspondence

SALC recommend that the new Code of Conduct should be adopted as soon as possible. The Chairman will look into it. The Draft Openness Guide also needs consideration, (filming and reporting at meetings). PCSO Siobhan Hemmett was unable to attend, but had sent a Crime Report; two crimes had occurred from 1st April to 4th August compared to five last year over the same period. It included a warning that neighbouring villages have had outbuildings broken into and garden tools taken.

John Nunn gave his District Council Report and was thanked.

Any Other Business

Trevor Rix suggested that the use of recycled material shingles should be investigated. John Nunn suggested that Alpheton could join with Long Melford in making an Emergency Plan.

The Risk Assessment inspection book is missing, the inspection is now overdue.

The next meeting will be 7th October at 7pm. This meeting will need to include budget preparations.

This meeting closed at 7.32pm.

MINUTES OF A MEETING OF ALPHETON PARISH COUNCIL
HELD AT ALPHETON VILLAGE HALL ON 7th October 2014 AT 7.00 PM

Present; Ken Watkins, (Chairman), Alan Ariss, John Holdway, Richard Kemp, Maureen Lankester, Graham Maskell, and Trevor Rix. Also present Julie Rix the Clerk, and District Councillor, John Nunn.

Apologies; There were none

Declarations of interest.- Trevor Rix declared an interest in the planning application at The Old Rectory as a neighbour.

The minutes of 12th August 2014 were signed as correct. Proposed by Alan Ariss, seconded by John Holdway.

Matters Arising

Both the Police and Highways have been contacted with regard to the unsuitably sited telegraph pole. Neither agency considers this a problem. Their emails will be kept on file.

As discussed at the last meeting both the Model Financial Regulations and the Code of Conduct should be adopted. It was agreed that they should both be adopted now. This was done. Proposed by Mr Watkins, seconded by Mr Ariss.

Draft Openness Guide. Basically this allows members of the public to film, record, & text while meetings are going on, provided it does not interfere with council business. The council can go into closed session if it is deemed necessary.

Bottle bank. The six months probation is now over, so this Chairman will contact the Village Hall Chairman to see if we can put in a second bottle bank.

Planning

B/14/00318/FUL Elliots Cottage, Shop Hill, Alpheton

Construction of Horse riding ménage & associated works. - No objections and subsequently passed.

B/14/00926/FUL - The Old Rectory, Old Bury Road, Alpheton.

Erection of two storey barn building, adjacent to existing barn, to provide Music Studio with first floor Library and Office; and reception of building to house bio-mass boiler, adjacent to existing double garage. All councillors (except Mr Kemp) consulted, letter with recommendations sent – see file.

Highways

The village Speedwatch team is concerned about overtaking on the main road, approaching the Old Bury Road turn, and have asked the Parish Council to sound out Highways about the possibility of small traffic islands to prevent this. Mr Kemp has forwarded the request.

Finance

The Budget. All councillors have had a copy of the proposed Budget. There is no information at the present regarding the Clerk's salary (assumed no change) or the Tax Base. The Insurance fee is down slightly and can be further improved by choosing a 3 year undertaking. This was agreed. There is no fee for the External Audit.

Cheques authorised;

No 437	£132	Alpheton & Shimplingthorne PCC – donation for magazine.
No 438	£12	Alpheton Village Hall - Hire
No 439	£209.34	Business Services @ CAS – Insurance via Community Action Suffolk

(formerly Suffolk Acre)

Clerk's Report and Correspondence

As list previously circulated.

Noted that recycling credits of £119.58 have been received, and second half of Precept - £1423.50.

SALC inform that scheduling of the Annual Parish Council Meeting in 2015 due to the elections to be held on Thursday 7th May should be as follows;

Thursday 7th May – Election.

Monday 11th May - Outgoing councillors retire and newly elected councillors take office.

11th-25th May - Annual Meeting takes place.

Extra correspondence; 'Powering up Suffolk – Community Energy Workshop' 13th November 2014 1pm-4.30pm, John Peel Centre, Stowmarket.

Notification that PCSO Jamie Fudge will be attached to our village from now on.

District Report

Richard Kemp gave his District Council Report and was thanked.

Any Other Business

The increase in commercial trading at Bridge Street was noted. The Café at Mill House has numerous signs publicising it. It is not know whether it has permission for any of this. The barn opposite is also trading, but has commercial use.

The next meeting will be Tuesday 2nd December at 7pm.

This meeting closed at 7.45pm.

PC meeting Dec 2

Apologies: Julie Rix

Present: all councillors plus John Nunn. No members of the public. No declarations of interest

Minutes: approved. Proposed Alan Arris, seconded John Holdway

Matters arising: see chairman's notes.

Graham Maskell suggested clearing a patch of ground for the second bottle bank.

Traffic islands – Richard Kemp to ask Highways again for their view

Planning. Reported that Tanglewood approved. Application previously dealt with.

Highways: KW told the meeting that Julie had reported Old Bury Road flooding problems and Highways were expected to carry out work in the next few days.

Maureen Lankester reported work on the river bank at Bridge Street, by one of the residents, appeared to be diverting water into the meadow by her property. R Kemp to check with Environment Agency.

Police. No police presence. KW reported latest crime figures from SNT.

Finance. Budget info still awaited.

One cheque signed for hire of village hall

District and County reports presented by R Kemp. He also gave the PCX a copy of the Fleetwood Caravan site report prepared following a questionnaire in Long Melford.

AOB. Date of elections noted. Date for annual parish meeting and annual pc meeting will need to be arranged.

Trevor Rix reported on broadband work in the village. It appears that Alpheton and Bridge Street will be enjoying high speeds once BT has completed all its work. Both Trevor and Nic Willcocks seem unlikely to benefit because of the distance needed to run fibre to their respective dwellings.

Date of next meeting. February 3, April 7. Bookings confirmed by Steve Larnar

December 2014 meeting

MATTERS ARISING

Bottle bank. Success. The village hall committee have agreed that we can put a second bottle bank there. They raised concerns about heavy lorries damaging the car park, so one may have gone up and turned round. Normally they reverse in to empty the paper or bottle bank. Do we feel any work will be needed to prepare the ground before a second bottle bank is installed? I would suggest the parish council pays for it.

Traffic islands. The village Speedwatch team asked about these on the approach to Old Bury Road from both directions, Richard passing on the request to County. Any response?

PLANNING

HIGHWAYS

Flooding. Old Bury Road's problems were reported to Highways last week. They have made a preliminary inspection and will be checking the drains from White Gables to 1 The Glebe for obstructions in the next few days.

POLICE

The latest report from the SNT team showed Alpheton as having no crimes between Oct 1 and Nov 3. Both Great and Little Waldingfield had a cluster of offences in a 48-hour period – damage to and theft from vehicles in Great Waldingfield, outbuildings being the target at Little Waldingfield. Most of the smaller villages had no crimes reported

FINANCE

Budget. I still can't finalise this as Babergh have yet to provide us with the tax base figure. Babergh's grant for 2015-16 is £58.67, and I had budgeted for nothing from them, so that's a bonus. We have heard from NALC, so Julie's salary will be increased by 2 per cent from January 1, 2015. That's an extra £41.19

CHAIRMAN'S REPORT

ANY OTHER BUSINESS

Elections. These are on Thursday, May 7, and we are obliged to hold the annual parish council meeting within 14 days. So instead of having a meeting the first week in June, we will have to have the annual parish meeting and annual pc meeting on a date that avoids Film Night, WI etc, probably 12th or 19th.