

## Alpheton Parish Council - Agenda and correspondence for meeting on 5th April 2016

1. Apologies
2. Present
3. Declarations of Interest
4. Minutes of Council Meeting of 2nd February 2016
5. Matters Arising
6. Police
7. Planning
8. Highways - Bridge Street Drains
9. Finance
10. Correspondence and Clerk's Report
11. Chairman's Report
12. District and County Reports
13. Any Other Business
14. Date and Time of next meeting

At the discretion of the Chairman and if time permits  
there will be an adjournment for public discussion after item 6.

### Finance

1. Audit pack has arrived with Notice of the Annual Review of Accounts for the year ending 31st March 2016. Submission date 31st May 2016.
2. Year end return filed for the Clerk and P60 issued. Half year salary now due £947.23.
3. To pay - Litter and Dog Bin emptying service invoice for £210.26.
4. Recycling credits for £112.06 received.
5. Appeal for donation from Magpas Helimedix Air Ambulance.
  
6. Planning Application - B/16/00145 Tanglewood, Church Lane, Alpheton CO10 9BL  
Erection of side extension. Co Comments from this council.
7. Copies of 'Local Administration' available this June at £73.60 + P&P.
8. Correspondence between Mr Kemp and Paul Gant ( Suffolk Highways) regarding the drains/smell at Bridge Street.
9. Police Report.
10. Letter from the Chief Constable (via SLAC)
11. Email from East Bergholt Parish Council regarding a meeting on 9th April 2016 at 10.00am to explore common interests.
12. SALC Councillor's Course, 2 Day, 16th & 23rd April £110.
13. BBC Radio Suffolk - Hedgehog Friendly County - (Chairman to put article in Village Magazine.)
14. LAIS 1388 Planning Changes.
15. Parish Report from Suffolk County Councillor Mr Kemp.
16. Copy 'The Local Councillor'.
17. Glasdon Catalogues ( Street furniture/Bins).

MINUTES OF A MEETING OF ALPHETON PARISH COUNCIL  
HELD AT ALPHETON VILLAGE HALL ON 5th April 2016 AT 7.00 PM

Present; Ken Watkins, (Chairman), Alan Ariss, Richard Barraclough, Graham Maskell, Richard Kemp, Trevor Rix and Julie Rix the Clerk.

Apologies; Maureen Lankester, and John Nunn ( District Councillor)

There were no declarations of interest.

The minutes of 7<sup>th</sup> February 2016 were signed as correct. Proposed by Alan Ariss and seconded by Richard Barraclough

Matters Arising

The telephone box in Old Bury Road. No suggestions for its use have been received from the articles in the parish magazine. It was suggested that it is left until such time as the issue is raised in the future.

Traffic. We are still waiting for the SID to be deployed.

County has sent some up to date speed figures, from the first week in March. Briefly southbound the average speed is 34mph, and northbound 32mph. There are on average 4,534 traffic movements daily in each direction Monday to Friday. The majority 3-3,300 are clocked between 30-40mph.

Three years ago, (which were the figures we originally received from County), southbound average speed was 33mph, so that has gone up by one mph. Northbound was 34mph, so that has gone down by two mph. Average daily traffic movements then were 4,440 just under 100 fewer than this year.

Police

There is no crime report from the Police. We have a new Parish Liaison Officer, Laura Mansell. There will no longer be attendance at regular meetings although a police representative should attend Annual meetings. She has been informed of the date this year.

Planning

B/15/00645 - Mill House, Bridge Street, Alpheton.CO10 9BG  
Change of use of part of the ground floor and external areas from dwelling house (Class C3) to use as tea rooms (within Class A1) for use only between March and December (inclusive) each year. (Retention of) As amended by agent's email dated 24 November 2015 including amended heritage statement and revised plans D1.1, D1.5 and D1.6.  
This application has been refused.

B/16/00145 Tanglewood, Church Lane, Alpheton CO10 9BL  
Erection of side extension.  
Application considered – No Comments sent.

## Highways

The bus stop repairs at the bottom of Old Bury Road. We are still waiting for the hard standing on the northbound side to be increased in size.

New chevrons have been erected on the bend at the south end of the village. One appears to be leaning slightly already.

The Bridge Street drains (foul smells from the water). Maureen Lankester has asked for this unresolved issue to be raised, and the Chairman has also had a phone call from the owners of the bed and breakfast business there who say their guests sometimes can't sit outside. Their belief is that someone's septic tank is not performing properly, and the overflow settles in a ditch between Meadow View Cottage (Maureen's) and the B&B. Mr Kemp has also been trying to get this investigated, and will now speak to Building Control at Babergh.

## Finance

The Audit pack has arrived with the Notice of the Annual Review of Accounts for the year ending 31<sup>st</sup> May 2016. A sub-committee will be needed to perform an internal audit. The Clerk will attend a BDO Briefing on April 18<sup>th</sup> which should cover all aspects of producing a successful audit.

The Year End Return for the Clerk has been filed by our accountant and P60 has been issued. The half year salary is now due.

### Cheques authorised;

No 472	£210.26	Babergh District Council Litter and Dog Bin Emptying .
No 473	£947.23	Clerk's half year salary
No 474	£12.00	Alpheton Village Hall – Hire for this meeting.

### Monies received;

Recycling Credits of £112.06.

## Clerk's correspondence

### As List

Extra Correspondence; Suffolk Preservation Society offer Heritage Planning Training for Town and Parish Councils, Leaflet Dealing with Dog Fouling, Coffee Caravan AGM 5<sup>th</sup> May Blackbourne Community Centre Elmswell, SALC LAIS 1389 Broadband, Suffolk on Board timetables for buses will no longer be printed, information available online, SALC Internal Audit £88, letter to Ean Stowe enquiring after his health, Mid Suffolk Networking event 'Ending Loneliness' at Eye Community Centre 11<sup>th</sup> April 10-3, Babergh 'Open for Business Event' at the Delphi Centre 20<sup>th</sup> April 5-7pm, UK Power Networks posters and leaflets for vulnerable residents.

## Chairman's Report

Her Majesty the Queen's 90th Birthday celebrations are over the weekend June 11-12. What is being considered by the Village Hall Committee is a tea party at the village hall, with people bringing cakes and sandwiches, and hopefully some games being organised for children outside. Plus the big screen showing whatever events are going on. Fairly simple,

fairly low key. This council discussed how we could support this event. A quote will be sought for a celebration cake funded by us.

### County and District Reports

Mr Kemp reported that it is hoped that Babergh District Council will build 27 new council homes by the end of 2017. Council Tax has seen an increase of just over 3% which is the first increase for four years.

Mr Kemp's County reports for March and April include the disappointment that Suffolk will be left with one Magistrates Court as those at Bury St Edmunds and Lowestoft close. SCC Children's Services have achieved a 'Good' rating at Ofsted; A new delivery Model for the County's Rural Transport; and a £1bn Devolution deal announced for East Anglia.

### Any Other Business

With reference to possible closure of rural village postboxes, Mr Kemp said that this was still uncertain.

Mr Maskell reported that a new telegraph pole put up near Tye Green (southern end) had been left with rubble around it.

Our South Suffolk Member for Parliament James Cartlidge will be holding a constituency surgery at Cockfield Village Hall on Friday 29<sup>th</sup> April 4.30 pm to 6.30 pm. By appointment.

### Meeting Dates

The next one will be May 24<sup>th</sup>, which is the annual meeting and will be preceded by the annual parish meeting. Then August 2<sup>nd</sup>, October 4<sup>th</sup>, December 6<sup>th</sup>.

There being no further business this meeting closed at 7.45pm.

## Alpheton Parish Council

### Annual Meeting of the Parish 2016

#### Agenda

1. Welcome
2. Apologies
3. Declarations of Interest
4. Present
5. Minutes of May 2015
6. Reports – Parish Council Chairman’s Report  
Village Hall Committee  
Women’s Institute  
Parochial Church Council  
District and County Council
7. Finance (to include adoption of accounts)
8. Any Other Business

### Annual Meeting of Alpheton Parish Council 2016

1. Welcome and Election of Officers
2. Apologies
3. Present
4. Declarations of Interest
5. Minutes of April 2016
6. Matters Arising
7. Highways
8. Planning
9. Finance
10. Clerk’s Report and Correspondence
11. District and County Councils’ Reports.
12. Parish Council Chairman’s Report.
13. Any Other Business
14. Date and Time of next meeting.

#### Correspondence

1. Invoice from Suffolk Association of Local Councils (SALC) Subscription £128.50.
2. Town and Parish Newsletter – Babergh District Council.
3. Community Action for Suffolk – Course available ‘Introduction to Safeguarding Vulnerable People/Groups.’ (Passed on to Village Hall Committee)
4. Community Action for Suffolk – Membership renewal acknowledgement.
5. Community Action for Suffolk – Free membership in future. (At present this is £30).
6. Aon Insurance offering to quote.
7. Suffolk Fire & Rescue Service Integrated Risk Management Plan (IRMP) Recommendations for the County Council Cabinet meeting on 17<sup>th</sup> May.( This calls for the retention of the current two standard fire engines and on-call firefighters.)
8. Changing opening hours at Suffolk’s Household Waste Recycling Centres;  
April –September Mon, Tues, Thurs, Fri, Sat, Sun 9am to 5pm. Thursday also late night opening to 7pm (eventually May to August but starting on 1<sup>st</sup> June)  
October to March 9am to 4pm.  
Now closed every Wednesday.

MINUTES OF THE ANNUAL MEETING OF ALPHETON PARISH COUNCIL  
HELD AT ALPHETON VILLAGE HALL ON 24th MAY 2016 AT 7.30 PM

Present; Ken Watkins, (Chairman), Alan Ariss, Richard Barraclough, Maureen Lankester, Graham Maskell, Trevor Rix and Julie Rix the Clerk.

Election of Chairman. Nominations were asked for by Mr Watkins. Mr Watkins was proposed to stand again by Mr Barraclough seconded by Mr Ariss. He was duly elected.

Vice chair. Mr Ariss decided to stand down after many years of service, but happily will remain on the council. He was thanked for his advice, support and friendship. The Chairman nominated Maureen Lankester, who also has years of experience on the council, she agreed to stand and was duly elected.

Both Councillors completed Declaration of Acceptance of Office forms.

Apologies; Richard Kemp, ( County & District Councillor) and John Nunn ( District Councillor)

There was a Declaration of Interest from Mr Maskell for the item on planning.

The minutes of April 2016 were signed as correct. Proposed by Trevor Rix and seconded by Richard Barraclough

Matters Arising

Traffic. The SID was deployed last week. It does not indicate the speed of traffic but flashes up the speed limit to those going faster.

The Queen's Birthday celebration Saturday, June 11. It was agreed at the last meeting to provide a celebration cake. This has been ordered. It will cost £70 and should feed 100 people. The celebration will run from 2.30pm-4.30pm, with people bringing food to share in a buffet tea. The village hall committee has advertised it in the parish magazine.

Police

No crime report has been received from the Police. Hopefully they will resume once the new policing model has bedded in.

Planning

Application; B/15/00642/FUL/JD

Mill House, Bridge Street, Co10 9BG

Change of use from dwelling house (Class 3) to guesthouse (Class C1)

Incorporating 5 guest bedrooms together with replacement of damaged fence as amended by agent's email dated 24<sup>th</sup> November 2015 including amended heritage statement and revised plans D1.1, D1.5 and D1.6

Permission granted

Application B/15/00643/LBC/JD

Application for Listed Building consent – Erection of partition walls at first floor level on east elevation, as amended by agent's emails dated 24 November 2015 and 29<sup>th</sup> November 2015

comprising revised and additional plans, updated Heritage Statement including reports on the architectural history of the building.  
Permission Granted.

Application; B/16/00570

Location Newmans Lodge, Bury Road, Alpheton CO10 9BP

Proposal; Change of use of land from farmland to domestic garden.

This was discussed after Councillor Mr Maskell had withdrawn from the meeting.

There were no objections to this proposal.

### Highways

The bus stop at the bottom of Old Bury Road is still waiting for the hard standing on the northbound side to be increased in size.

Repairs have been carried out to the A134 between Alpheton and Shimpling. Bigger and better patches which hopefully will last longer. Hopefully the whole road will be re-surfaced in due course.

### Finance

The Audit has been completed and the accounts internally audited by Lynn Holt. The accounts had been circulated to all the councillors and were approved at the preceding meeting.

The following cheques were authorised;

No; 475 £45.63 Mrs J Rix – Expenses

No; 476 £128.50 SALC Subscription

No; 477 £12.00 Alpheton Village Hall – Hire

No; 478 £70.00 Yvette Bowles – Cake for The Queen's 90<sup>th</sup> Birthday Party Event

No; 479 £28.00 Ms L Holt – Internal Auditor

Internal audit - A Sub-committee is needed, as discussed at the previous meeting. Two people with accounting skills, to meet with Julie occasionally to run an eye over the parish accounts. Mrs Lankester and Mr Barraclough agreed to do this.

New pay scales for local council clerks have been agreed. For the current financial year, the Clerk's hourly rate goes up from 9.207p per hour to 9.299p per hour, a 1% increase which equates to just over £19 per annum. This is backdated to April. For 2017-18 there is a further increase to 9.392p per hour. This was agreed. The Clerk will notify Ladywell Accountancy.

### Clerk's Report and Correspondence

Community Action for Suffolk – Membership renewal acknowledgment; Course 'Introduction to Safeguarding Vulnerable People' (Passed to Village Hall Committee.) Notification that in future membership will be free (saving £30).

Home Start AGM 15<sup>th</sup> July 1.30pm at Nedging Hall, Nedging Tye.

Open for Business Survey online at [www.babergh.gov.uk/OpenBusinessSurvey](http://www.babergh.gov.uk/OpenBusinessSurvey)

Revised CIL Regulations

NJC Salary Payscales 2016-18

### Parish Council Chairman's Report

East Bergholt parish council has proposed forming a Babergh Alliance of parish and town councils, to meet once a month on a rotating location basis. The idea is that councils can share information, particularly that from Babergh, work together to highlight issues of mutual concern, and the alliance can provide advice and support. Cockfield Parish Council's response is that they are always very happy to share knowledge, experience and expertise with other councils but can see no benefit in another layer of meetings, nor the need for such an organisation. Councillors will continue to work through established channels and, thereby, continue to deal with any concerns directly with Babergh District Council, its officers and the relevant District Councillor.

We have Richard Kemp and John Nunn, plus SALC, so this council agrees with the Cockfield response.

#### Any Other Business

Ean Stowe is waiting for an operation on his ankle and is therefore unable to cut the grass at Bridge Street. Maureen and Brian Lankester have kindly been trimming the grass in the meantime. They will carry on until Ean is able to do it and were invited to invoice the council accordingly.

Future meeting dates are August 2, October 4, December 6.

There being no further business this meeting closed at 8.05pm.

The next meeting will be August 2 at 7pm.

There being no further business this meeting closed at 7.45pm.



MINUTES OF THE ANNUAL MEETING  
OF THE PARISH OF ALPHETON  
HELD AT ALPHETON VILLAGE HALL ON 24th MAY 2016 AT 7.00 PM

Present; Ken Watkins, (Chairman), Alan Ariss, Richard Barraclough, Maureen Lankester, Graham Maskell, Trevor Rix and Julie Rix the Clerk.

Apologies; Richard Kemp, and John Nunn (District Councillor)

There were no declarations of interest.

The Chairman welcomed everyone to the meeting. The minutes of the previous Annual Parish meeting in May 2015 were signed as correct. Proposed by Richard Barraclough and seconded by Alan Ariss.

Reports

Chairman's Report

Flooding has continued to be an issue, especially after an exceptionally torrential downpour and hailstorm. Highways have investigated the problem in Old Bury Road, and undertaken some work, but it needs to be kept under observation.

The chevrons on the bend at the south end of Alpheton which were replaced in April last year after several months of requests, gradually got flattened. New ones appeared in March, but one has already taken a hit and is leaning slightly.

Work on the bus stops at the bottom of Old Bury Road started in December, with improved access to the southbound bus stop completed. We asked Highways to make the northbound hard standing deeper. They have agreed to do that, but it has yet to be carried out.

Last year he reported that the Village Hall committee agreed in principle to a second bottle bank in the car park. One individual had offered to carry out work on a hard standing for the bottle banks, but a date for the work has yet to be decided.

With Babergh's grant (alongside the Precept), being considerably reduced, we had to make up the shortfall by increasing the precept from £2847 to £2989. This equates to 3p per week on a Band D property.

The Bridge Street aroma. The problem has been reported to both Highways and the Environment Agency via our district and county councillors. Recent heavy rain will have washed the ditch clean. It will be necessary to find out who owns it.

The Chairman also thanked the Parish Councillors, and the District Councillors, for their help, support and advice, and thanked the Clerk, Julie Rix for all the work she does.

Alpheton Village Hall Report

In spite of a recent flood, the village hall has had a good year. A Repair and Improvements Plan has been implemented. There is new storage at the rear of the hall, and repairs have started on the roof. The next big event is the celebration of Her Majesty The Queen's 90<sup>th</sup> Birthday with a Tea Party for the community.

### W.I. Report

This continues to thrive with meetings alternately at Alpheton and Shimpling, with a varied programme of speakers, outings and a new craft session open to non-members.

### Parochial Church Council Report.

There are fortnightly services in Alpheton, and the merger of Alpheton with Shimpling Church is working well with many parishioners attending both. Roof repairs will be necessary at Alpheton later in the year and the Fete on 24<sup>th</sup> September will be a source of funding for this.

### District Councillors' Report from Mr Kemp and Mr Nunn

Under the heading Financial/Organisational the report commented on Devolution and the Council's Joint Strategic Plan. Under Housing – New Homes; Tenancy Agreements; Decent Homes Standard; Empty Homes and Help to Buy. Growth/ Business dealt with CIL (Community Infrastructure Levy); Tourism Strategy and Planning. Growth/Business - Community Caretaker Scheme; and the Health and Housing pilot. Environmental Health – Improved Joint Working; Open for Business Project; Healthier Eating Award.

### County Councillor's Report from Mr Kemp

This covered topics including The Budget; The Budget Challenge; SCC Vision and Budget Strategy; Locality Budget; and SCC Campaigns.

All reports may be viewed on the village website - [www.alpheton.onesuffolk.net](http://www.alpheton.onesuffolk.net)

### Finance

The Finances for 2015/16 were presented to the council for adoption. The accounts were presented, agreed by the council and were signed by the clerk and Chairman.

Section 1 – Annual Governance Statement 2015/16 was signed and also Section 2 – Accounting Statements 2015/16.

The books have been audited internally by Ms Lynne Holt (who sent a report in the form of a letter) and will be sent to the external auditors BDO.

There was no further business. This meeting closed at 7.25pm.



Alpheton Parish Council Meeting 2<sup>nd</sup> August 2016  
Agenda & Correspondence

1. Welcome
2. Apologies
3. Present
4. Declarations of Interest
5. Minutes of May 2016
6. Matters Arising
7. Highways
8. Planning
9. Finance
10. Clerk's Report and Correspondence
11. District and County Councils' Reports.
12. Parish Council Chairman's Report.
13. Any Other Business
14. Date and Time of next meeting.

Correspondence

1. BACS advice V.A.T. repayment of £182.11 received.
2. Planning application/16/00570/FUL/AT Newmans Lodge, Alpheton – change of use from farmland to domestic garden – Granted.
3. Councillor Richard Kemp's Report.
4. Email from R Kemp to Jane Burch at SCC re flooding to buildings at Aveley Lane, Bridge St.
5. Email re Devolution ; Public Consultation ( multi-media approach plus leaflet to households and in Press.
6. Email re The Upper Orwell (Ipswich) Crossings – consultation.  
[www.suffolk.gov.uk/UpperOrwellCrossings](http://www.suffolk.gov.uk/UpperOrwellCrossings)
7. Email re UK Armed Forces Day events – information required for any planned for next year. (June 24<sup>th</sup>)
8. Email re SCC West Area Rights of Way Grass Cutting problems in this region.
9. Suffolk Constabulary require dates of meetings when we have them.
10. Electronic copy of Register of Electors.
11. Presentations regarding Norfolk and Suffolk Devolution. 2<sup>nd</sup> August at Claydon, 4<sup>th</sup> August at Stratford St Andre, 8<sup>th</sup> August at Bungay, 10<sup>th</sup> August at Pakenham. All 7pm – 9pm. Also 4<sup>th</sup> August at Bildeston at 10am.
12. 'Call for Sites' – opportunity for developers, landowners, councils, and others to register land with Babergh / Mid Suffolk DC to be considered as a potential allocated site in the new Babergh and Mid Suffolk Joint Local Plan.
13. Appeal for funding towards an 'Access for All Path' at Minsmere.
14. Edition 7 of Highways Matters.
15. Outdoor Concrete Table Tennis Tables.

Also copies of Clerks and Councils Direct and Suffolk View.

MINUTES OF A MEETING OF ALPHETON PARISH COUNCIL  
HELD AT ALPHETON VILLAGE HALL ON 2nd AUGUST 2016 AT 7.00 PM

Present; Ken Watkins, (Chairman), Richard Barraclough, Richard Kemp, Maureen Lankester, Graham Maskell, Trevor Rix and Julie Rix the Clerk.

Apologies; Alan Ariss, John Nunn ( District Councillor.)

Declarations of Interest; there were none.

The Minutes of May 2016 were signed as correct. Proposed by Richard Barraclough and seconded by Richard Kemp.

Matters Arising

Her Majesty the Queen's 90<sup>th</sup> Birthday celebration was held at Alpheton Village Hall on Saturday, June 11th. This was quite well attended, and the birthday cake we provided was enjoyed. The remainder was frozen and then went to Coffee Pot a couple of weeks later.

Police

Apologies have been received from the Police.

We no longer get a detailed crime report. It is possible to access some crime information online but it not as specific as the old Crime Reports we were sent. The report covers the whole Community team area, with no breakdown as to where exactly crimes are being committed. The Chairman has complained to our PCSO, who has passed on the request for better information.

Planning

Application; B/16/00570

Location Newmans Lodge, Bury Road, Alpheton CO10 9BP

Proposal; Change of use of land from farmland to domestic garden.

This application has been granted.

Highways

The bus stop works at the junction of Old Bury Road and A134 has been completed. The Clerk has written to thank Suffolk County Council.

The whole of A134 through the village has been resurfaced and white lined. We understand Highways are running another speed/volume survey.

Richard Kemp commented on the continuing problems in the county from flooding. He said that the inability to tackle this satisfactorily was frustrating. He will investigate the problem of a broken drain at Bridge Street, near Mill House.

Finance

The Audit has been returned and is satisfactory apart from one date which has been explained and accepted by the Auditor. There is no fee to pay. Posters have been put announcing the end of the Audit and the relevant documents are published on the website.

£182.11 was received as a V.A.T. repayment.

The following cheques were authorised;

No; 480    £30.00    SALC – BDO Audit Briefing attended by the Clerk.

No; 541    £12.00    Alpheton Village Hall – Hire.

### District and Count Reports

Mr Kemp spoke about the proposals to move Babergh District Council (with Mid Suffolk) to Endeavour House, Ipswich, the home of Suffolk County Council. This was announced in local newspapers with no prior papers or notice to Councillors. He was unhappy at the thought of moving the Council out of the area it serves, after the public voted for Babergh DC to remain as a separate Authority. And in addition the Chief Executive Officer of SCC will be acting as interim CEO of Babergh DC.  
SCC report on file. Richard was thanked.

### Clerk's Report and Correspondence

We have a new electronic copy of the Register of Electors. There are opportunities to attend meetings regarding Norfolk and Suffolk Devolution. Suffolk Year of Walking strategy is offering walk leaders for our Ward (Alpheton and Long Melford). It was decided that this would not be pursued in view of the successful Airfield walks which take place regularly from Lavenham Tourist Information.

The SCC Community Broadband Group has been replaced by one officer - Jane Storey - who will hold meetings more regularly and will brief all councillors.

### Parish Council Chairman's Report

East Anglian devolution. The Chairman noted that there are proposals for Norfolk and Suffolk to have a regional authority, with an elected mayor, to take decisions on local issues – viz housing, transport. Babergh is running a survey, which closes later this month. He asked everyone to look at it and complete it as individuals.

### Any Other Business

Grass cutting - As of the last meeting Ean Stowe was waiting for an operation on his ankle and therefore unable to cut the grass at Bridge Street. We do not have any further information on when he will be well enough to return. Maureen and Brian Lankester have kindly been trimming the grass in the meantime. They will carry on until Ean is able to do it and were invited to invoice the council accordingly.

Future meeting dates are October 4th, and December 6th.

Provisional dates for 2017 are February 7<sup>th</sup>, April 4<sup>th</sup>, May 23<sup>rd</sup> (AGM), August 1<sup>st</sup>, October 3<sup>rd</sup>, December 5<sup>th</sup>.

There being no further business this meeting closed at 7.27pm.

The next meeting will be October 4th at 7pm.

Alpheton Parish Council Meeting 4<sup>th</sup> October 2016  
Agenda & Correspondence

1. Welcome
2. Apologies
3. Present
4. Declarations of Interest
5. Minutes of August 2016
6. Matters Arising
7. Highways
8. Planning ;  
Application B/16/01153 Tanglewood, Church Lane, Alpheton  
Erection of single storey side extension
9. Finance
10. Clerk's Report and Correspondence
11. District and County Councils' Reports.
12. Parish Council Chairman's Report.
13. Any Other Business
14. Date and Time of next meeting.

Correspondence

1. Remittance Advice for second half of Precept from Babergh and Mid Suffolk District Councils for £1494.50.
2. Form for claim of monies paid in respect of recycling Feb-Jul 2016. £75.54 for mixed glass and £29.22 for paper.
3. Cheque issued for Invoice 17/161083 £25 Ladywell Accountancy Services.
4. Cheque issued for Clerk's half year salary £987.70.
5. SALC - latest LAIS (Local Associations Information Service) 1393 Precept Consultation.
6. **Planning ;**  
**Application B/16/01153 Tanglewood, Church Lane, Alpheton**  
**Erection of single storey side extension . Comments invited.**
7. Email from SCC Highways – Workloads and Priorities. We are encouraged to use the reporting tool on SCC website ( before Paul Gant, John Simpson and then David Stiff.)
8. Copy emails between Richard Kemp and Paul Gant re Loose gully at Bridge St ( now repaired), Speeding, noise from A134.
9. Copy emails between Richard Kemp, Jane Burch and others re flooding prevention works at Aveley Lane.
10. Email to clerk from Morelock offering a Speed Feedback sign for prices starting at £1650.
11. Richard Kemp's SCC October Report.
12. SALC LAIS – Housing and Planning Act 2016 : Neighbourhood Planning.
13. SALC – Local Council Award Scheme Briefings.
14. Email from Richard Kemp re Decision to move Babergh DC ( with Mid Suffolk DC) to Ipswich.
15. **Trevor Rix has received an email from onesuffolk ( our website provider). The website will no longer be free of charge and unless we agree to pay £50 + V.A.At from November 1<sup>st</sup> 2016 it will be closed down and all information deleted.**
16. SALC have written re the above. Complaints have been received about the tight timescale. Community Action Suffolk must be contacted if meeting dates make it difficult to make a full council decision.

17. SALC Survey to be completed by 30th November on Public Services – Your Views on Service Delivery in Suffolk.
18. Suffolk Cloud are offering a website service at £50 from 1<sup>st</sup> November 2016 to March 2017. Then from April £10 per month or £100 per year.
19. SALC AGM Monday 14<sup>th</sup> November 2016. Booking forms available.
20. Notification of adoption of Lavenham Neighbourhood Plan.
- 21.



MINUTES OF A MEETING OF ALPHETON PARISH COUNCIL  
HELD AT ALPHETON VILLAGE HALL ON 4<sup>th</sup> October 2016 AT 7.00 PM

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

Apologies; Alan Ariss,

Declarations of Interest; Trevor Rix – item about the bus shelter repairs.

The Minutes of August 2016 were signed as correct. Proposed by Trevor Rix and seconded by Maureen Lankester.

Matters Arising

Grass cutting at Bridge Street. Ean Stowe is not able to cut the grass in future, so the council is grateful to Maureen and Brian Lankester for stepping into the breach. They were thanked.

The broken gully in Bridge Street has been fixed. A site meeting with Mr Kemp, Jane Burch (SCC) and residents was held recently with works agreed to provide a ditch to take the flood water.

The council has had a request for a speed survey in Bridge Street. Mr Watkins has contacted our PCSO, and is awaiting a response. Lorries are particularly noisy as they bump over the cat's eyes. A 30mph limit would be the best option for this road or an extension of the 40mph section.

Special arrangement bus service near Stone Cottages. This problem came up again as services have been transferred to Suffolk Norse. Mr Kemp will have a word with Suffolk Norse.

Planning

Application B/16/01153 Tanglewood, Church Lane, Alpheton

Erection of single storey side extension.

This was discussed and there were no objections.

SALC information re Housing and Planning Act 2016: Neighbourhood Planning.

Highways

Suffolk County Council urge councils to report problems using the Reporting Tool on their website in the first instance before contacting Paul Gant.

Notification of a Temporary Traffic Order – Road closure U8204 Tye Green, Alpheton, from junctions with Church Lane and Bury Road for safe access to telegraph poles.

Finance

The Chairman and Clerk will be working on the budget later this month. There will be no grant forthcoming from Babergh this year. It will be discussed at the December meeting, but all councillors will have the figures well in advance of that.

The Council is tied into a three-year contract with the insurers. Had it not been, it would have been facing an increase in the premium this year. So when it comes to an end, a rise is certain. Once again a long-term arrangement will have to be looked at to see if it is cost-effective.

Remittance Advice from Babergh DC for second half of Precept £1494.50.

Claim form for recycling sent off – Glass, £75.54 and paper, £29.22. Total £104.76.

The following cheques were authorised;

No; 542	£25.00	Ladywell Accountancy Services
No; 543	£987.70	Mrs J Rix – Clerk’s salary (with adjustment for increase in pay)
No; 544	£12.00	Alpheton Village Hall – Hire.
No; 545	£230.22	Insurance – Business Services at CAS

SALC has also sent the latest LAIS 1393 Precept Consultation.

With reference to the upkeep of the bus shelters – extra slates were ordered from Ruffle and Rix (Trevor and Peter Rix) some time ago with a view to re-roofing the bus shelters. This item has not yet been invoiced to the council. It was agreed that Peter Rix’s offer to pay for the slates and then invoice the council for them as and when the work was completed was the simpler solution.

#### District and County Reports

Mr Kemp spoke about Suffolk County Council’s reaction to the East Anglia rail franchise announcement, Suffolk Standards warning about rogue fish sellers, Devolution outcomes (including new information that more than six Districts in Norfolk had voted against the proposal), a record number of Suffolk schools passing Ofsted, and Raising the Bar Community Grant funds that are now available.

SCC report on file.

As Babergh District Councillor, Richard commented with disapproval on the proposed move from Hadleigh to Ipswich; the fact that Belle Vue in Sudbury has not yet been Listed; that the Citizen’s Advice Centre is now housed in the old Health Centre at Acton Lane and the continued divisive issue of the re-siting of the Bus Station in Sudbury.

John Nunn also pointed out that the Police no longer have a priority list of locations for speeding hot spots.

Richard and John were thanked.

#### Clerk’s Report and Correspondence

The Clerk and Chairman have completed a survey online ; Public Services – Your views on service delivery in Suffolk.

Notification of Adoption of Lavenham Neighbourhood Development Plan (can be viewed at [www.babergh.gov.uk/lavenhamndp](http://www.babergh.gov.uk/lavenhamndp))

SALC AGM invitation Monday 14<sup>th</sup> November 7pm.

Local Council Award Scheme Briefings .

Community Emergency Planning Newsletter September 2016.

SALC Newsletter of the Year 2016

SALC Website of the Year 2016

SALC Introduction to Suffolk Cloud sessions.

SALC course – How Local Councils can be more Effective Online.

Commercial Property and Local Planning Guide for Parish Councils run by Holmes and Hills Solicitors, at The Mill Hotel, Sudbury 1<sup>st</sup> November.

Notification of Breast Screening Service van in Sudbury at King Fisher Leisure Centre October to December. Screening by appointments only for 50-70, over 70 may self-refer once every 3 years on 01284 713941.

Copy Clerks and Councils Direct

#### Parish Council Chairman’s Report

All items were dealt with under other headings.

### Any Other Business

Alpheton Website. To date our village onesuffolk website has functioned free of charge. We are now, however, facing an annual fee of £50 + VAT for the website, a cost which has been supported until now by the County Council. The charge starts on November 1st.

Yesterday the councillors received an email offering an alternative arrangement. Mr Rix has looked at it and recommends we do not pursue it.

It was agreed to continue with onesuffolk, paying the new fee, if a claim for Locality Budget Funding through Mr Kemp is successful.

Flooding. Some time ago Highways dug a hole outside Doone House, but more work is needed to repair the damaged pipework, and Julie and John have been told that Highways will be carrying out more tests. The hole has been fenced off and made safe in the mean time.

Provisional dates for 2017 are February 7<sup>th</sup>, April 4<sup>th</sup>, May 23<sup>rd</sup> (AGM), August 1<sup>st</sup>, October 3<sup>rd</sup>, December 5<sup>th</sup>.

There being no further business this meeting closed at 8.10pm.

The next meeting will be December 6th at 7pm.

## Alpheton Parish Council Meeting 29<sup>th</sup> November 2016

### Agenda & Correspondence

1. Welcome
2. Apologies
3. Present
4. Declarations of Interest
5. Minutes of October 2016
6. Matters Arising
7. Highways
8. Planning ;  
Application B/16/01354 Newman's Lodge, Alpheton  
Erection of 4 dwellings and access to highway.
9. Finance - to include adoption of Budget for 2017-18
10. Clerk's Report and Correspondence
11. District and County Councils' Reports.
12. Parish Council Chairman's Report.
13. Any Other Business
14. Date and Time of next meeting.

### Correspondence

1. Details of 2017/18 Precept forms and Taxbase from Babergh D.C.
2. Remittance Advice for monies received in respect of recycling Feb-Jul 2016. £75.54 for mixed glass and £29.22 for paper.(£104.76)
3. Cheque issued for Invoice 550173 of £60 to Community Action Suffolk for One Suffolk Web Hosting (1<sup>st</sup> November 2016 to 31<sup>st</sup> October 2017).
4. Letters of confirmation of funding for item 3.
5. SALC - Proposed change in the rules for a Referendum for Parish and Town Councils – further notes that the Government is considering extending the referendums to all councils. Also SALC's response to the consultation.
6. SALC – Lobbying re Amendment needed to the Local Authorities (Members Allowances) (England) Regulations 2003 so that provisions of paragraph 7 apply equally to local councils as to principal authorities.( Allowances to pay for childcare or similar to attend meetings). The Clerk has completed a survey supporting the amendment.
7. Planning ;  
Application B/16/01153 Tanglewood, Church Lane, Alpheton  
Erection of single storey side extension. Permission granted.
8. Planning ;  
Application B/16/01354 Newman's Lodge, Alpheton  
Erection of four dwellings and access to highway. Comments made with reference to Safety, Size of Development, and Design. Letter on file.
9. Highways reply to our report; SCC Problem Report 00153382 - Closed. Sunken drain cover at Bridge Street – handed to another organisation.
10. Highways; copy Highways Matters - Edition 9.
11. Highways ; Emails re speeding at Bridge Street in light of recent crash.(6<sup>th</sup> November car in river)
12. Local Policing Review feedback invited.
13. SALC – Area Meetings papers.
14. SALC – Annual Report.
15. Christmas Tree Collection details (Wednesday 11<sup>th</sup> January from 6.30am).Posters will be put up.

16. Meeting at Sudbury Town Hall with Police and Crime Commissioner and Chief Constable.
17. Suffolk Rural Fund – applications invited.
18. Christmas and New Year bin collection dates.
19. Babergh's Town and Parish Council Newsletter November 2016.
20. Slide presentation from recent Town and Parish Liaison Meetings.
21. Richard Kemp's November and December Reports.
22. Copy of Clerks and Councils Direct.
23. Reminder of the 90 day consultation period about retention of Telephone Boxes. (4<sup>th</sup> December).

MINUTES OF A MEETING OF ALPHETON PARISH COUNCIL  
HELD AT ALPHETON VILLAGE HALL ON 29<sup>th</sup> November 2016 AT 7.00 PM

Present; Ken Watkins, (Chairman), Maureen Lankester, Richard Barraclough, Richard Kemp, Graham Maskell (late arrival), Trevor Rix, John Nunn (District Councillor) and Julie Rix the Clerk.

Apologies; Alan Ariss.

Declarations of Interest; Richard Kemp – Planning at Newman’s Lodge, Alpheton.

The Minutes of October 2016 were signed as correct. Proposed by Maureen Lankester and seconded by Richard Barraclough.

Matters Arising

Speeding at Bridge Street. Our PCSO has advised that the Community Policing Team only carry out checks in 30mph zones, but has made her colleagues aware of the problem. This will be discussed further under Highways.

Alpheton website. Thanks to Richard Kemp, and his contribution from the Locality Budget, the newly-introduced annual charge for hosting the website has been paid.

Regarding the flood prevention work at Bridge Street – William Hyde Parker has agreed to have the work done. Richard Kemp hopes to fund it through his Locality Budget if residents can supply the labour.

The special arrangement bus service near Stone Cottages has been resolved

Highways

Highways have responded to our Report 00153382 about the sunken drain cover at Bridge Street by closing it. They say that it is not their responsibility and have handed it on to the relevant organisation but have not disclosed who that is. Richard Kemp will follow up.

Maureen Lankester is very concerned about the speed of traffic through Bridge Street. A car left the road a few days ago and crashed through the bridge at a point where the schoolchildren are set down by their bus. Paul Gant has attended and discussed this with the resident of The Old Forge. It was suggested that it might be safer for the bus to pull off the road at the southern entrance of the village, and leave by the northern entrance, so that the children can be dropped off more safely. Mr Kemp will take his up with the Transport Manager.

It was noted that Cat’s Eyes are no longer being re-instated after road works. Mr Kemp will enquire if this is now policy.

Planning

Application B/16/01153 Tanglewood, Church Lane, Alpheton  
Erection of single storey side extension. Permission granted.

Application B/16/01354 Newman’s Lodge, Alpheton

Erection of 4 dwellings and access to highway. A letter has been sent (deadline too early for this meeting) with comments made with reference to safety, size of development and design.

Finance

Remittance received for recycling of £104.76.

Cheque received from SCC via Richard Kemp’s Locality Budget for £60.

The following cheques were authorised;

No; 546	£60.00	Community Action Suffolk – Website fee
No; 547	£12.00	Alpheton Village Hall – Hire

No; 548     £78.02     Mrs J Rix – Expenses Feb-Nov 2016.

The budget had been prepared and distributed prior to this meeting and was presented for approval. The Taxbase for 2017/18 is 107.48. A proposed precept of £3,091.00 will be an increase of 3.4%. This was agreed, proposed by Richard Kemp and seconded by Richard Barraclough.

#### Clerk's Report and Correspondence

SALC - Note about the proposed change in the rules for a Referendum for Parish and Town Councils – noting that the Government is considering extending the referendums to all councils. Salc also sent us their response to the consultation.

SALC – Lobbying re Amendment needed to the Local Authorities (Members Allowances) (England) Regulations 2003 so that provisions of paragraph 7 apply equally to local councils as to principal authorities. (Allowances to pay for childcare or similar to attend meetings). The Clerk has completed a survey supporting the amendment.

Christmas Tree Collection details (Wednesday 11th January from 6.30am). Posters will be put up.

Meeting at Sudbury Town Hall with Police and Crime Commissioner and Chief Constable. District Councillor John Nunn attended this.

#### District and County Reports

Mr Kemp spoke about the devolution deal which Babergh has agreed (seven against), and the on-going problems in Sudbury of the fate of Belle Vue and the Bus Station.

John Nunn had been to a meeting protesting about lack of policing. A PCSO will now have to be self-funded by parishes. Suffolk Constabulary will train and kit out the PCSO but cannot fund further.

Richard's November and December reports on file. Richard and John were thanked.

#### Parish Council Chairman's Report

The Chairman and Clerk attended a Sources of Funding seminar at Lavenham. This gave information about possible funding, including Lottery money, for Public Projects. It was informative, but more relevant to the village hall. As no-one from the village hall committee was able to attend an extra copy of all the information was obtained and passed on.

Maureen Lankester and The Chairman went to the Mill Hotel, for a seminar on planning issues for parish and town councils, run by Holmes and Hills solicitors. Again informative, but more relevant, as it also dealt with commercial property, to large authorities. However, there was a valuable item on planning applications and how to respond to them, which was distributed to every councillor.

#### Any Other Business

Phone box. The consultation period on retention doesn't expire until early next month. So we can't make a final decision on whether to take ownership until we know what BT intends to do. No use for it has been suggested. Mr Nunn mentioned that the East of England Co-op may be able to supply funding for defibrillators.

The parish has been asked to supply possible names for future developments in the village. Although no names were decided at this meeting, names of past residents would be considered.

Flooding. The ditch along The Glebe has been partially blocked with grass cuttings. The Chairman put an item in the parish magazine, but if the problem occurs again then it was suggested that the Parish Council delivers an official letter asking people to desist.

There being no further business this meeting closed at 8.00pm.

The next meeting will be February 7<sup>th</sup> 2017 at 7pm.