

MINUTES OF A MEETING OF ALPHETON PARISH COUNCIL  
HELD AT ALPHETON VILLAGE HALL ON 3<sup>rd</sup> APRIL 2018 AT 7.00 PM

Present; Ken Watkins, (Chairman), Richard Barraclough, Trevor Rix, Madeline Gray, Richard Kemp, Graham Maskell, Bridget Sumner and Nicola Smith the Clerk.  
Also present John Nunn (District Councillor) and one member of the public.

Mr Watkins welcomed everyone to the meeting.

Apologies; None – all present.

Declaration of Interest : None.

The minutes of 6<sup>th</sup> February 2018 were signed as correct. Proposed by Richard Kemp and seconded by Richard Barraclough.

Matters Arising

The Chairman reported that he had confirmed instructions to the DPO Centre as the External Data Protection officer, the cost for the first year had been reduced from £300 down to £220 and the second year would be £100.

With regards to the Lynwold planning application, at the time of the meeting the Parish Council had not heard any further from the planning department.

District and County Councillor's Reports

Mr Kemp as County Councillor reported that he was still awaiting details of the financial case as to why Babergh moved out of their Head Quarters in Hadleigh and over to Endeavour House in Ipswich. To date he had not been given any information. Mr Kemp had forwarded on details of a review and survey of the mobile library service to the Clerk, together with details of the changed procedure for the operation of the Delegation Panel when calling an item before the Planning Committee which are mentioned under correspondence.

Mr Kemp further reported that SCC Highways Department are "going to war" on potholes. Suffolk Fire & Rescue Service are calling for volunteers. Suffolk Waste Partnership have been awarded £10,000 towards combatting litter. Finally, the "Raising the Bar" award applications have now opened (rtbawards.com)

District Councillor John Nunn reported that through his role in the Heritage Centre in Long Melford he had learned that the Tourist Information Centre in Lavenham was due to close permanently in October 2018. He had been advised by a member of staff there and was quite astonished as he had not been advised of this by Babergh. Clerk advised that Lavenham Parish Council had recently been made aware (TIC staff member had made at least one Parish Councillor in Lavenham aware) and it was anticipated that Lavenham PC will be having discussions with Babergh. As the Clerk understood it Babergh had not made this public because they still had discussions to have with the staff members at the TIC. Mr Nunn asked Alpheton Parish Council if they would be prepared to write to Babergh objecting to the closure of the TIC. Babergh wanted to promote tourism in the area, yet they intended to close a TIC. Cllrs all agreed that the PC will send a letter to Babergh.

Public Forum

No matters brought forward under the public forum.

Correspondence

- i. Email from Cllr Kemp regarding the mobile library service. The mobile library vehicles will have reached the end of their 12 years contract life next year and as such the mobile library service will be surveying the users of the service to

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help them understand what people value from the service to help inform options going forward.

- ii. Email from SALC providing the GDPR toolkit for local councils. Clerk will start working on this during April and May, and liaise with the DPO Centre.
- iii. Email from Local Council Public Advisory Service re: New Review of Ethical Standards in Local Government. Anyone with an interest may respond to the consultation questions which can be found at <https://www.gov.uk/government/consultations/local-government-ethical-standards-stakeholder-consultation>
- iv. Local Government Boundary Commission consultation is ongoing but closes on 30 April 2018. Details can be found at [www.lgbce.org.uk](http://www.lgbce.org.uk)
- v. Letter from East Anglia's Children's Hospice re: support via donation or volunteers. Following discussion it was agreed that no donation would be made, but details of the charity would be put on the website if anyone wanted to volunteer their time or make a donation themselves to the charity.
- vi. Email from Safer Neighbourhood Team outlining proposed changes at Suffolk Police as follows: Public Protection Unit – propose to fully civilianise; Business Support and Administration – proposing to make changes in how they provide business and admin support; Community Safety – proposing changes to how we deliver Community Safety across the constabulary. Full document can be obtained from the Parish Clerk.
- vii. Email from Cllr Kemp regarding guidance notes describing the procedure for the operation of the Delegation Panel when calling an item before the Planning Committee for consideration. Cllr Kemp indicated that in short it would be more difficult to call in a planning matter. Details can be found at [www.babergh.gov.uk/assets/Planning-Policy/BDC-Planning-Charter-REVISED-20180207.pdf](http://www.babergh.gov.uk/assets/Planning-Policy/BDC-Planning-Charter-REVISED-20180207.pdf)

Clerk/RFO's Report

Clerk enquired of the Parish Council if they would consider inviting along to a meeting Elizabeth Ling, Housing Enabling Officer, Babergh District Council, and if possible Sunila Osborne, from Community Action Suffolk to speak with the Parish Council about the Community Led Housing Fund and the possibility of applying to the fund to get a Local Needs Housing Survey completed in the parish. All Cllrs agreed. Clerk will liaise and arrange for them to attend a meeting.

Finance

The following cheques were prepared and approved for signature;

No; 580 Julie Rix (Clerk's salary)	£976.77	LGA 1972 s112
No; 581 Babergh DC (litter and dog bins)	£210.26	LGA 1972
No; 582 Alpheton Village Hall	£12.00	LGA 1972

An overview of the Year Ending 31<sup>st</sup> March 2018 had been prepared. Income had been £4131.28 (excluding any interest payments), and expenditure had been £4108.00.

Clerk confirmed that she will soon start the audit process for the PC, in order that it can be approved and submitted in good time.

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Consider and approve: draft Contract of Employment for new Clerk; Health and Safety Policy; Staff Disciplinary Policy and Staff Grievance Policy.

Cllrs had all had the papers ahead of the meeting in order that they may consider them. Chairman proposed approval and Cllr Barraclough seconded, all Cllrs agreed. Chairman and Clerk will sign the Contract accordingly.

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### Cllrs Reports

Chairman reported that he had received a letter from MP James Cartlidge about Neighbourhood Plans. He would be holding a discussion on Friday 20<sup>th</sup> April in Hadleigh at 2pm if any Cllrs wanted to attend.

It was also reported that there are large branches on the left side of the Bury Road which are close to hanging over into the road. Clerk will telephone highways to report.

### Planning

Green Apple, Old Bury Road, Alpheton

- i. DC/18/00908 – Application for consent to carry out works to tree(s) protected by a Tree Preservation order 176 – T1 (Ash) – thin the crown to help allow more light into the property. Removal of all dead branches.
- ii. DC/18/00913 – Application for consent to carry out works to tree(s) protected under Tree Preservation Order 176 – T1 (Yew) – reduce crown by 30%.

The Parish Council raised no objection with either application.

The next meeting will be the Annual Parish Meeting immediately followed by the Annual Parish Council meeting on the 22<sup>nd</sup> May 2018 in the Village Hall.

There being no further business this meeting closed at 7.50pm. The retiring Parish Clerk, Mrs Julie Rix, her husband and two children were invited to come and join the Parish Council.

The Chairman, Cllr Ken Watkins thanked Julie and stated as follows:

“This is a good council. I’ve reported on a number of councils in my time, and Alpheton is certainly one of the best. And a very large part of the credit for that belongs to Julie, who has spent the past 39 years as clerk, almost as long as she and Peter have been married.

Julie joined the council in 1979, and I was looking back to see what else had happened that year. Inflation was 17%, the Sony Walkman arrived, and McDonald’s introduced the Happy Meal. Mother Theresa won the Nobel Peace Prize, and we had the winter of discontent, after which Margaret Thatcher became Prime Minister. Different days perhaps.

Julie has survived six different people chairing the council – five men and one woman. She’s seen us through the change from no computers and masses of paper, to everything on line, but still with masses of paper. But things have always run smoothly thanks to Julie’s efforts.

I am grateful for the support, help and advice that I have received as Julie and I have worked together over the last eight years. But most importantly, I’m grateful for our friendship.

Thank you Julie. Enjoy your retirement.”

Cllr Graham Maskell then stood up and also thanked Julie for all the hard work that she had given to Alpheton Parish Council. Julie had become Parish Clerk at a time that the Parish Council were

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left in some turmoil as a result of the then Parish Clerk sustaining a tragic and fatal accident. Julie had stepped into the role and had then go on to remain as the Clerk for 39 years. Cllr Maskell thanked Julie for a her dedication to the Parish Council over so many years, and also that it had been a pleasure working along side her.

Signed.....

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