

ALPHETON PARISH COUNCIL

MINUTES OF ADDITIONAL PARISH COUNCIL MEETING

HELD ON 11TH JUNE 2020 AT 7PM (REMOTELY BY WAY OF VIDEO CONFERENCING)

1. Apologies: County Cllr Richard Kemp, and District Cllrs John Nunn and Elisabeth Malvisi were unable to attend the meeting as it was on the same evening as the Long Melford Parish Council scheduled meeting.
2. Declarations of Interest: Cllr Trevor Rix declared an interest in any decision making regarding his brother Peter Rix carrying out refurbishment works to the adopted BT Phonebox on the Old Bury Road.
3. Minutes: Approved draft Minutes of the Annual Parish Council meeting on 5 May 2020: proposed: Cllr Jacobs seconded: Cllr Moore
4. Public Forum: no members of the public had requested to join the video conferencing meeting.
5. District and County Cllr Reports:

County Cllr Richard Kemp's report.

COVID-19 UPDATE - Summary

Latest Government advice is available here: www.gov.uk/coronavirus

Latest SCC information is available here: <https://www.suffolk.gov.uk/coronavirus-covid-19/>

Covid-19 testing in Suffolk:

Testing is a key part in the national Covid-19 response, with the testing facility at Copdock being well used. You can ask for a test for yourself, if you have Coronavirus symptoms now (a high temperature, a new continuous cough, or loss or change to your sense of smell or taste), and for someone you live with if they have Coronavirus symptoms.

A regional testing centre for Suffolk and surrounding areas can be found at the **London Road Park and Ride, Copdock, Ipswich**. It is open from 8am to 7pm, every day.

There are also various mobile testing units across Suffolk. In addition, home testing kits can be requested.

Home, but not Alone:

Find support during the Coronavirus (COVID-19) pandemic, including our emergency phonenumber if you need urgent help - 0800 876 8700 - This is a free telephone service

Looking after your mental and physical health while at home:

Explore advice to keep yourself healthy during the COVID-19 crisis, including Keep Moving Suffolk and Five Ways to Wellbeing.

Parent guidance about schools during COVID-19 pandemic:

Signed.....

Dated.....

From 1 June it is expected that school will gradually begin to reopen to more pupils, in addition to accommodating children of key workers and vulnerable pupils. The phased opening of schools will start with pupils in nurseries, reception, year one and year six. Secondary schools and other schools such as pupil referral units and special schools will also gradually increase the number of children and young people they can accommodate. For secondary schools this will start with year 10 and year 12. Suffolk County Council has been supporting schools in preparing for the possibility of increased pupil numbers and have provided all schools with a risk assessment checklist.

Important: *It is not compulsory for parents to send their children to school at this time and there will be no penalties for families who choose to keep children at home.*

Active travel improvements for cycling and walking:

Find out what safe spaces have been created for you to walk or cycle in Suffolk - as part of plans to move out of COVID-19 lockdown.

Suffolk County Council has confirmed that local councils and communities can make some small-scale temporary changes to pavements without needing to seek consent from the county council. These will be local safety measures on pavements that outline queuing areas, social distancing reminders or simple painted markings on pavement surfaces for pedestrians. However, if the activity that the community wants to carry out requires working on or in the road, then the county council will need to be contacted first. If communities are unsure of where their proposed changes fit, they are encouraged to contact the county council at: transport.schemes@suffolk.gov.uk.

We have also been encouraging the county council to make more radical changes to the road layout to support cycling and walking. The Department for Transport has announced a £2bn package to boost cycling and walking capacity in the UK, and this is an opportunity for councils to tackle historic congestion problems by encouraging a change in the behaviours of their residents by giving a fairer share of road space to walkers and cyclists.

Suffolk's response to Coronavirus (COVI-19):

Find out what Suffolk County Council is saying about the local COVID-19 situation, and how to follow live updates from us.

Advice for businesses regarding Coronavirus (COVID-19):

Learn what support is available for businesses in Suffolk to cope with the effects of Coronavirus (COVID-19).

Recycling Centres reopen with booking system

Suffolk County Council have reopened household waste recycling centres, following weeks of closure due to the lockdown. They are operating on a booking system, to help reduce traffic disruption on roads around the sites and support social distancing on site for staff and members of the public. Members of the public will need to book a 15-minute slot online at www.suffolk.gov.uk/recyclingcentres or by calling 0345 606 6067. It is not possible to access the sites without a booking.

The following temporary rules apply:

- No access to site without pre-booking
- Cars, car-derived vans, and pedestrians only – no larger vans, trailers or commercial-type vehicles
- One adult to unload, unless 2 adults needed for heavy items
- No staff assistance to unload vehicles

Signed.....

Dated.....

- Chargeable DIY waste (soil, rubble and hardcore) will be accepted, but payment must be made using contactless cards only
- No trade waste, textiles or re-use items accepted

Domestic Abuse helpline available 24/7

The existing Domestic Abuse Outreach Service, run by Suffolk County Council and Anglia Care Trust, has extended its **0800 977 5690** freephone number to be available 24 hours a day, seven days a week.

Anyone with concerns including professionals who may be supporting clients, as well as friends and families who are concerned for loved ones, can access this local support.

People in Suffolk to benefit from a virtual care response

Suffolk County Council, in partnership with RETHINK Partners and Alcove are providing virtual care and support to vulnerable or shielded people.

The service is provided through the rapid roll-out of the Alcove Video Carephone, a simple communication device that allows people with little or no technological ability to have two-way video contact with care workers, family members and other approved service providers. This will help with tasks that don't require face-to-face visits and therefore limit their exposure to infection. For example, carers can check visually if medications are being taken, set prompts and reminders or carry out welfare and wellbeing checks.

Users are being supported to set up the Alcove Video Carephones remotely and their friends and family members can also be added during set-up. The Council is working closely with care providers and partners to identify the most appropriate people, to receive the device.

EDF submits application for Sizewell C DCO

On 27 May, EDF submitted an application for a development consent order for Sizewell C to the Planning Inspectorate.

I am very concerned about EDF's decision to go ahead with an application during the current crisis, as it will be much more difficult for the public and stakeholders to fully scrutinise the plans and participate in the consultation

District Cllr Elisabeth Malvisi's report

I'm sorry not to be able to join you however I have put together a report to update you on what has been happening at Babergh during lockdown.

1. We're rooting for new parents during COVID-19 and beyond

The Tree for Life scheme in Babergh and Mid Suffolk which offers a free tree for new parents, is now open for 2020 applications allowing families to apply from home during the coronavirus outbreak.

Recognising that new parents may be feeling more isolated than usual, and looking for something to look forward to with their new arrival, Babergh and Mid Suffolk District Councils have now opened their Tree for Life applications.

Signed.....

Dated.....

It is open to all families in the districts who welcome a new arrival between 1 January and 31 December 2020, in addition to parents who may have lost a child during the same period to apply for a remembrance tree.

The initiative offers parents with a new born or newly adopted child the chance to mark their arrival by planting a tree.

It aims to benefit families, communities and the environment by boosting tree coverage across the district.

This year's relaunch follows a bumper 2019 scheme with over 400 trees given away earlier in the year, ahead of the coronavirus outbreak.

Tree collection events were held in Stowmarket and Hitcham, where expert help was on hand to advise families on their tree choice and aftercare at home.

Open to all including those without a garden, a selection of trees were also planted with families at key locations in the districts including Needham Lake, Shotley Golden Wood, Broom Hill in Hadleigh, Gallowsfield Wood in Haughley and Sroughton Millennium Green.

In Babergh, where the Tree for Life scheme launched for the first time in November last year, there were 196 applicants.

Mid Suffolk saw a total of 274 successful applications in 2019, a 53% increase in take up compared to 2018.

According to the Office for National Statistics, that means around 30% of families with newborns in our districts applied for the scheme, but now the councils are encouraging even more people to claim their free tree this year.

Go to www.babergh.gov.uk/environment/tree-for-life/ and find out all about how to apply.

2. New grant scheme opens for small businesses

A new Discretionary Grant is now open for businesses based in shared offices or other flexible workspaces, market traders, bed and breakfasts and small charity properties.

As part of the Government's extended package of COVID-19 support, the grant is for businesses who are not eligible for either the Small Business or Retail, Hospitality and Leisure Grant Funds but still have ongoing fixed property-related costs such as rent, license fees, hire or mortgage payments.

To qualify for the Discretionary Grant, businesses must be permanently operating out of either:

- a share of a larger business premises which is rated for business rates purposes (of £15,000 or less or £51,000 or less in the retail, hospitality and leisure sector)
- a regular market stall on the weekly markets in Hadleigh, Stowmarket and Sudbury
- a bed and breakfast premises in a residential property that is subject to council tax and holds a current food safety licence
- a charity premises which is rated for business rates purposes and has a rateable value of £15,000 or less.

Signed.....

Dated.....

To access the Discretionary Grant, eligible businesses must complete an online application form and provide evidence they operate from a single premises, were trading at the premises on 11 March 2020 and demonstrate a significant fall in income due to COVID-19. The first phase of applications is open until Friday 19 June.

The value of the grants in Babergh and Mid Suffolk range between £2,500 - £5,000 and can only be claimed by businesses who have been unable to access any other grants (excluding the Self-Employed Income Support Scheme). The grant allowance has been set individually by each local authority depending on the level of funding they have received from Government while also aiming to support as many small businesses as possible.

Unlike the Small Business Grant Fund and Retail, Hospitality and Leisure Grant Fund, which allocated grants automatically to certain businesses based on their rateable business rates, the Discretionary Grant will take into account certain factors when determining the grant allocation. These factors include fixed costs, number of employees, ability to trade online, whether a business has had to close completely and the scale of losses due to COVID-19.

SO IF YOU KNOW OF ANY WHO SLIPPED THROUGH THE CRACKS LAST TIME

POINT THEM TO www.babergh.gov.uk/business/business-rates/grant-funding-schemes/
Open for 3 weeks from 29th May.

3. Suffolk works on creating safer places as lockdown measures ease **Businesses, towns and spaces in Suffolk are getting extra help to make them safer and reduce the risk of COVID-19 spreading as lockdown measures are eased.**

Support to make this happen comes from the 'Safer Places' group, part of the [Suffolk Resilience Forum](#), which is made up of local authorities including Babergh and Mid Suffolk District Councils and Suffolk's NHS and Emergency Services.

The Government has announced a phased easing of rules around businesses and other properties opening, starting in June. The group is supporting businesses to meet this national guidance, allowing them to trade safely and keep their customers safe.

As well as the retail sector, councils and public services are looking at their own areas and facilities in readiness for changes in national guidelines, such as car parks. The Safer Places group will also be engaging with local organisations, communities and councillors and organisations to look at tailored solutions for their particular areas. Measures are likely to evolve as guidance changes or improvements are made.

4. Communities benefit from Coronavirus funding boost totalling over £100,000 **Communities have received more than £100,000 in vital funding from Babergh and Mid Suffolk District Councils – helping them to respond to Covid-19 and paving the way for a stronger society.**

Both councils acknowledge the key role of community groups, along with town and parish councils, in easing the challenges faced by residents at this time. In recognition of this and the financial hardships arising from the pandemic, a new Covid-19 Emerging Needs Grant was set up last month, ensuring much-needed funding could be provided to new and existing groups across both districts.

Signed.....

Dated.....

Grants of up to £2,500 can be applied for to cover increased costs incurred as a result of the Coronavirus. The grant has a straightforward applications process, allowing applicants to receive funding within weeks and resulting in almost 80 applications being submitted to date. This figure is set to increase, with grants continuing to be made available.

The councils' Grants team has responded to 98% of applicants so far and grants totalling more than £101,250 have already been approved. Included within this figure is over £15,000 of funding for local foodbanks. Grants have also been offered to organisations providing meals on wheels, community information services and mental health outreach programmes.

Grant recipient Mencap said: "This grant will ensure that we will be able to provide the helpline service in Babergh and Mid Suffolk to people with a learning disability and their families and carers. In this challenging and unprecedented time, the impact of this will be vital."

The crucial work of community groups has been complemented by the Home, But Not Alone service, set up the county-wide Collaborative Communities Board - providing emergency assistance by linking TRIBE volunteers to vulnerable residents with care needs or loneliness. Since its launch at the end of March, the helpline has received over 8,500 calls.

Babergh and Mid Suffolk District Councils have managed referrals for its districts, including the distribution of vital medication and urgent requests for food. One caller said: "A lady very kindly gave me her direct line number and arranged an emergency food parcel. Although we'd only spoken in the afternoon, the food parcel arrived by 6pm that night, which was absolutely marvellous."

This invaluable support continuing, as the virus and its aftermath remains, is a priority for both councils. Plans are being put in place to cement the community groups and good neighbour schemes created in response to Covid-19, with localities officers from the councils' Communities team aiding with this.

www.babergh.gov.uk/communities/grants-and-funding/how-to-fund-your-project-and-advice/

5. Children to explore the value of food through new competition by #FoodSavvy

Pioneering food saving campaign #FoodSavvy launches a month-long Delicious Drawings competition, this Wednesday 20 May, in collaboration with the East of England Co-op.

The competition will inspire primary school children in Suffolk to get creative about saving and valuing food. Children are invited to draw a picture which shows us how you can stop tasty food from ending up in the bin.

#FoodSavvy is a partnership between the Suffolk Waste Partnership, Norfolk County Council and environmental charity Hubbub.

On average, households across East Anglia waste £810 worth of food every year. However, since the coronavirus restrictions the country's relationship with food has been changing. Nearly 60% of people say they are valuing food more now. Cooking from scratch and families eating together more are just some of the positive shifts in food related behaviours according to new research commissioned by Hubbub.

Signed.....

Dated.....

The Delicious Drawings competition will provide a great focus for families to talk about the value of food, why eating up every bite is important and gives children an opportunity to create and inspire others to reduce their food waste, changing the world one drawing at a time.

There are some great prizes to be won, from children's cooking kits to East of England Co-op vouchers and the chance for the drawing to be put up in a local Co-op store. If you know a mini artist, chef, or storyteller you can [find out more information on the Food Savvy website](#).

The competition is open to all primary aged children across Suffolk and young artists can enter their masterpieces until Friday 20th June. Winners will be announced by the 20 July.

The Food Savvy website is packed with recipes and ideas to cut down food waste and make your food go further, from planning your shopping to storing food correctly, plus lots of savvy living tips to help with lockdown life.

6. Councils work together to ramp up support during COVID-19

Two Suffolk councils joined forces to help a Sudbury resident maintain her independence despite COVID-19, by delivering urgent minor adaptations to her home.

Resident Melissa Moncrieff uses a wheelchair and was having difficulty attending hospital appointments for ongoing treatment, as she was struggling to get in and out of her home.

In order to maintain her independence, and protect hospital transport drivers and her family, she applied for a grant to install a ramp and make some internal adaptations.

Babergh District Council approved the work as an urgent external project, then worked in partnership with East Suffolk Council to install the much-needed ramp to aid Melissa and her family.

[Minor adaptation grants](#) are available to support urgent minor adaptations such as ramps and stairlifts to residents' homes to help avoid hospital admissions and assist in getting patients discharged.

7. Small businesses to benefit from new innovation and growth fund

Councillors have agreed a £300,000 funding programme for small businesses in towns and villages across Babergh and Mid Suffolk to be allocated over the next three years.

With many businesses currently facing uncertain and difficult times, the new fund scheme from Babergh and Mid Suffolk District Councils will provide a much needed boost to businesses **after the coronavirus crisis** to help sustain and create jobs, provide opportunities to grow and innovate as well as react to the changing business landscape.

Small businesses from start-ups to those looking to expand, will be able to apply for a grant from one of four different funding streams:

- Growth and increased Productivity Fund
- Enterprise and Innovation Fund
- High Street Premises Enhancement Fund
- Environmental Sustainability Fund

Signed.....

Dated.....

The grants can be used in a variety of ways from improving environmental outcomes and sustainability, accessing professional advice and training, improving disabled access and business frontage or for the development of technology-based business solutions.

The grant value will be up to £2.5k for each of the funds except the Enterprise and Innovation Fund which will have a maximum limit of £5k. The criteria, eligibility and application process will be confirmed once the business grant fund programme is launched later this year.

8. Council committee votes to reject Sproughton development

Babergh District Council refused full planning permission for 49 homes to be built in Sproughton, citing harm to heritage and a lack of proven justifiable need.

9. Coronavirus cons

Unfortunately, opportunistic traders and scammers are taking advantage of the vulnerability of those panicked by COVID-19. If you'd like to help make Suffolk a safe place to live and work, register to be a Trading Standards Consumer Champion and receive a weekly email alert that provides information on scams as well as any doorstep rogues calling at properties in the local area so you can alert your neighbours or residents.

[Register to be a Trading Standards Consumer Champion](#)

Our housing

We've created [further guidance specifically for tenants at this time](#). In order to minimise the risk of spreading the virus [we have reduced our repairs services](#), and are continuing to only carry out essential repairs.

Our communities

With the new [Suffolk helpline](#) now live, we are already [picking up referrals into the system](#) and using the database to refer on urgent requests and other concerns about the vulnerable and their reliance for support onto local services. Each referral is allocated to a Community Officer who has a [geographical area within the district to support](#) and who is already working to understand local services within that area.

We have agreed with our Leaders to carry forward some under spent budget and to apply a "lighter touch" approach to how groups can apply for support. [The Emerging Needs Grant](#) allows groups and organisations to apply for up to £2,500 to cover

Signed.....

Dated.....

6. Matters arising:

Matter arising	Current position	Next steps
Speed Indicator Device	<p>Clerk has submitted site suitability checklists plus associated paperwork for each of those 10 sites to SCC Highways.</p> <p>Sites as follows:-</p> <p>A134 – 4 proposed sites Old Bury Road – 3 proposed sites Church Lane – 2 proposed sites Avey Lane – 1 proposed site.</p>	<p><i>Awaiting response from SCC for each of the 10 proposed sites and what ones they will approve. Clerk will update once she has heard further from SCC. Once we have confirmation that at least one site is approved then the PC can go ahead and approve which SID they wish to purchase.</i></p> <p><i>Cllr Rix is providing information regarding the different types of SIDs.</i></p>
Defibrillator	<p>Clerk has been in contact with Martin Richards of Long Melford defibrillators and the Clerk at Long Melford PC to obtain information. Cllr Rix has been looking at various types of defibrillators.</p>	<p><i>Need to agree site for the defibrillator.</i></p> <p><i>Once site agreed ensure we have consent to put defib at that site.</i></p> <p><i>Cllr Rix to provide a short report on defibrillators at next meeting so that Cllrs can consider which one that want to purchase.</i></p> <p><i>Look at additional costs such as electricians cost of installing.</i></p> <p><i>Look at funding options to purchase the Defibrillator.</i></p> <p><i>Will need to put a sum of money on the annual Precept to cover the cost of consumables: any contribution to annual</i></p>

Signed.....

Dated.....

		<p><i>electric costs if applicable; cost of replacements pads every two years and a replacement battery approx. every four years.</i></p> <p><i>Once purchase defibrillator will need to add to the PC Asset Register and advise insurers.</i></p>
Replacement Grit Bin on Old Bury Road	Cllr Jacobs and the Clerk have been trying to progress this matter with SCC sub contractor.	<p><i>Agreement with sub contractor that he will remove the damages grit bin and the grit that is in it, and put a replacement grit bin there. Clerk is still chasing the sub contractor but will include SCC and RK into next round of communications to get this simple job done.</i></p>
Refurbishment of Phone Box on Old Bury Road	Clerk has obtained a quotation from Peter Rix to carry out the refurbishment works at £22 per hour but he is unable to say how many hours would be needed.	<p><i>Clerk has left the paint kit with Cllr Trevor Rix.</i></p> <p><i>PC to decide how they wish to proceed with regards to instructing Peter Rix to refurbish the telephone box.</i></p> <p><i>Following discussion - PC agreed that for now they would wait and see what monies were available once the SID and the defibrillators have been purchased and installed before committing to the cost of refurbishing the phonebox</i></p>
Aveley Lane – steps/handrail leading down from 11 Aveley Lane were	Chair Cllr Gray reported this matter and it was followed up by District Cllrs.	<p><i>Damaged items removed and new installed within 24 hours of District Cllrs becoming involved.</i></p>

Signed.....

Dated.....

damaged. Highways reporting number 279131		586
CIL monies	Cllr Moore is looking how CIL monies work and whether there are any more monies the PC could claim.	<i>Cllr Moore will update over the next few meetings.</i>
Look into whether there is a possibility of applying for a speed reduction on Old Bury Road from 30mph to 20mph.	Cllr Moore asked that the PC consider this.	<i>Clerk will ask County Cllr if he can speak to relevant Highways officer and email over the criteria list for a speed reduction from 30 down to 20mph, so that Cllr Moore can consider whether it would be possible to apply this to Old Bury Road.</i>

7. Footpath from Church Lane towards Bridge Street:

County Cllr Kemp offered to pay for a “no right to cycle” sign that could be attached to the footpath post. Cllrs agreed to this. The hedge around the post needs cutting back so that the footpath sign and the “no right to cycle” are visible to people. Cllr Jacobs will look into this.

8. To consider an application under the Rural Mobility Fund for a new footpath from Tye Green to the layby at Clapstile corner:

The deadline for submitting any applications passed on 4th June, and unfortunately Cllr Kemp had only been made aware of the fund 3 days before the closing date, which had not provided the PC with enough time to convene a meeting and discuss.

9. Date and time of next Parish Council meeting: 27th July 2020 at 7pm, and the meeting will be held remotely.

Meeting closed: 7.35pm

Signed.....

Dated.....