

OUSDEN PARISH COUNCIL

Minutes of the meeting held on Tuesday 8th September 2020 via Zoom (due to Coronavirus restrictions)

Councillors present: John Gale, Alan Johansen, Guy Holland Bosworth, Sylvia Pettitt, Geoff Ingham, Helyn Dudley and Chris Ridge

Also present: Joanne Kirk (Clerk), County Councillor Mary Evans, District Councillor Mike Chester and two members of the public.

Open Forum

No issues were raised during the Open Forum.

1. Acceptance of apologies for absence

No apologies were received.

2. Declaration of Interest in items on the agenda and dispensation requests

No councillors declared an interest in any items on the agenda and no dispensations were requested.

3. Approval of minutes of the meeting held on Tuesday 14th July 2020

It was resolved that the minutes were correct. The chairman then signed them.

4. County Councillor's Report

County Councillor Mary Evans sent a written report. She spoke about a new app and upgraded smart marker posts for rights of way, prioritising those walking routes in parishes which have publicised footpath leaflets.

A question was asked about the Three Villages Footpath route which is very overgrown on a section between Lidgate to Cropley Grove and Cropley Grove to Dalham. Mary Evans agreed to speak to Claire Dickson at Rights of Way about it. The clerk agreed to send details of recent correspondence between Lidgate Parish Council and Rights of Way.

Mary Evans was also asked to follow up the progress of the Ousden VAS agreement which was emailed to Craig Daley on 11th September 2019.

5. District Councillor's Report

District Councillor Mike Chester sent a written report. He spoke about plans for a large solar farm near Freckenham. Because it is such a big infrastructure project, the decision will be made by Central Government.

There are plans for West Suffolk Hospital to increase the number of wards.

6. Police issues

A number of vehicles have been seen cruising the area, possibly looking for potential places to target. Suspicious vehicles should be reported to the Police, Neighbourhood Watch and Rural South Watch.

7. Update on list of actions agreed at the last meeting

There were five outstanding councillor actions.

8. Finance

a) Approval of any payments and signing of the Schedule of Payments

It was resolved that the following payments would be approved:

- McGregor Services – grass cutting - **£50 + VAT**, hedge cutting **£70 + VAT** - Open Spaces Act 1906, ss.9 and 10 – **total £144.00**
- Risby Parish Council – $\frac{1}{6}$ of the cost of a print cartridge - LGA 1972, s111 - **£7.90**
- Risby Parish Council – phone costs (12% of cost of clerk's mobile phone) - LGA 1972, s111 - **£24.39**
- J P Kirk - expenses - LGA 1972, s111 – **£20.77**
- Scribe – accounting software - LGA 1972, s111 - **£69.40**
- Compass Joinery – refurbishment of phone box – GPC - **£320.00**
- CAS – insurance - LGA 1972, s111 - **£338.88**.

It was resolved that the Parish Council would commit to a three-year Long-Term Undertaking, so that the premium remains the same for the next three years.

Sylvia Pettitt and Geoffrey Ingham signed the Schedule of Payments. The Chairman then countersigned it.

b) Approval of payments authorised between meetings

- One payment was authorised between meetings Community Action Suffolk – website accessibility audit and scan – LGA 1972, s111 - **£144.00**

c) Statement of receipts and payments (including online payments) made since the last meeting

Receipts

Date	Bank	Total
06/08/2020	Lloyds Bank reserve account	£0.23
		£0.23

Payments

Date	Minute	Description	Supplier	Total
16/07/2020	328/92	Clerk's expenses	J Kirk	£14.90
26/07/2020	321/9f	Data protection fee	ICO	£35.00
30/07/2020	321/9f	Clerk's salary	J Kirk	
03/08/2020	321/9f	Grass cutting	McGregor Services	£120.00
11/08/2020	321/9f	Pension payment	Risby Parish Council	£15.00

It was resolved that the statement of receipts and payments would be approved.

d) Bank balances as of 8th September 2020 and confirmation of bank reconciliation

Lloyds Bank Current Account	£3,568.95
Lloyds Bank reserve account	£5,710.54
Total in Banks	£9,279.49

Geoffrey Ingham verified and signed the bank statements.

e) Councillor to complete the checklist of internal controls

Sylvia Pettitt and Geoffrey Ingham signed the checklist of internal controls.

f) Six-month budget review

Expenditure against the budget is currently on track. There was an overspend of £120 on website costs due to the website accessibility audit carried out by One Suffolk to ensure that the Parish Council's website meets the international WCAG 2.1 AA accessibility standard.

g) Purchase of a poppy wreath and donation and approval of online payment

It was resolved that Sylvia Pettitt would organise a poppy wreath and donation to Royal British Legion of £40 – LGA 1972 s138B.

9. Planning

a) DC/201326/TPO - Smiths Cottage, Ousden - 1no. Yew (T1 on plan and order)- (i) raise crown by 1.5 metres (ii) remove 5 branches (2 extending towards Smiths Cottage and 3 extending towards White Shutters)

It was resolved that no objections would be made to this application.

b) DC/20/1314/FUL - Dairy Farm, Ousden - (i) Change of use and conversion of 2no. barns to 2no. dwellings (Class C3) (ii) associated external alterations

It was resolved that no objections would be made to this application.

c) Government consultations - *Changes to the current planning system, Planning for the future and Transparency and competition: a call for evidence on data on land control*

The National Association of Local Councils (NALC) has asked parish councils to respond to a number of questions relating to these consultations. It was resolved that:

- The clerk would email round a summary of the document and the questions they need to respond to.
- Councillors would submit any comments to the clerk.
- The clerk would collate these responses and submit the answers to the questions to NALC.

10. Highways/rights of way matters/tree or transport issues:**a) Email from Quiet Lanes Suffolk about their Quiet Lanes initiative**

It was resolved that the Parish Council would register for the initiative and nominate the following roads:

- Lord's Lane/Back Street
- Wickhambrook Road- Genesis Green
- Dalham Road – Denham
- Horseslaughter Lane, Ousden

b) Review of the Council's hedge cutting policy

It was resolved that the Council would adopt the amended Hedge Policy and that a copy would be uploaded onto the website.

c) Damage to byways

As winter approaches the risk of damage to the byways in and around Ousden increases. It was resolved that the clerk would contact Suffolk County Council ask if they could install more robust signage to remind drivers to use restraint when driving on the byways.

d) Suggestion to install white gates at the entrances to the village

This item will be added to the agenda of the next meeting.

11. To discuss a possible change to the clerk's working days

The clerk notified the Parish Council of her intention to work Mon – Thursday only. Councillors confirmed that they were happy with this change.

12. Village issues

The following issues were raised:

- There have been a couple of incidents of anti-social behaviour over the summer. The clerk agreed to send councillors the mail address of the Haverhill Safer Neighbourhood Team so that they can be contacted if any future incidents occur.
- The possibility of adding the name of the Ousden resident who died in the Second World War to the Lychgate.

13. Correspondence**a) Email from Anglian Water about their proposals for a new strategic pipeline, part of which will pass through Ousden – for information only****b) Email from SARS requesting a donation**

It was resolved that a donation of £50.00 would be made (GPC).

14. Any other business for noting or including on the next agenda

John Gale agreed to follow up on obtaining information on the average speed of Nunn's lorries through the village.

There being no further business the meeting closed at 8.20pm

Signed (Chairman) Dated