

OUSDEN PARISH COUNCIL
Minutes of the meeting held on Tuesday 12th July 2022.

Councillors present: John Gale (Chairman), Alan Johansen, Guy Holland Bosworth, Geoffrey Ingham, Helyn Dudley and Sylvia Pettitt.

Also present: Joanne Kirk (clerk). District Councillor Mike Chester arrived at 6.45pm.

1. Acceptance of apologies for absence.

County Councillor Bobby Bennett sent her apologies. She sent a written report which is available on the Parish Council's website at <http://ousden.onesuffolk.net/parish-council/meetings/meetings-reports/12th-july-2022/>

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

No interests were declared and no dispensation requests were received.

3. Approval of minutes of the Annual Meeting of the Parish Council held on Tuesday 10th May 2022

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

4. Police issues.

There have been a number of cases of fraud where thieves steal a person's identity and order goods which they then intercept when they are being delivered. There has also been an increase in thefts of farm machinery. Some dogs were poisoned during an attempted burglary near Sicklesmere.

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

There was one outstanding councillor action.

6. Finance

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

It was resolved that the following payments would be approved:

- J P Kirk – expenses - LGA 1972, s111 - **£8.10**
- McGregor Services – grass cutting – Open Spaces Act 1906, ss 9 & 10 - **£60.00**
- HMRC – PAYE - LGA 1972, s111 - **£108.80**
- Risby Parish Council – print cartridge (10%) - LGA 1972, s111 – **£5.08**

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

b) Approval of payments authorised between meetings.

No payments were authorised between meetings.

c) Statement of receipts and payments made since 1st April 2022.

Receipts

Description	Supplier	Total
Bank interest received	Lloyds Bank	£0.04
Electricity refund St Barnabas	Ousden PCC	£44.00

Payments

Date	Description	Supplier	Total
02/05/2022	Electricity St Barnabas	EDF	£8.00
11/05/2022	Grass cutting	McGregor Services	£120.00
11/05/2022	Clerk's expenses	J Kirk	£53.04
11/05/2022	Internal audit fee	Cathy Whitaker	£70.00
11/05/2022	SALC membership	Suffolk Association of Local Councils	£145.53
11/05/2022	Donation	Ousden Village Hall and Playing Fields	£3,100.00
19/05/2022	Donation	Suffolk West Citizens Advice Bureau	£50.00
31/05/2022	Grass cutting	McGregor Services	£120.00
01/06/2022	Electricity St Barnabas	EDF	£8.00
06/06/2022	Queen's Green Canopy Plaque	Royal British Legion Industries Ltd	£154.99
Staff costs as per confidential cashbook.			

d) Bank balances as of 3rd July 2022.

Lloyds Bank Current Account	£1,123.10
Lloyds Bank reserve account	£8,211.76
Total in Banks	£9,334.86

Sylvia Pettitt verified and signed the bank statements.

e) **Signatory to complete the checklist of Internal Controls.**

Geoffrey Ingham completed the checklist of internal controls.

f) **Approval of the continued use of electronic banking.**

It was resolved that Ousden Parish Council would continue to use electronic banking.

g) **Email from SALC about the increase in the SALC subscription to £147.80, an increase of 14.53% (£18.75) - for information only.**

The change was introduced by SALC to ensure that all parishes are treated fairly and to create a proportionate relationship between the subscription and electorate numbers. Some parishes have grown but the SALC subscription has not risen to reflect this. Previous calculations had been based on bandings with a percentage increase added annually. Sally Longmate, CEO of SALC emailed the following explanation about the formula now used by SALC to calculate the 14.53% increase for Ousden's annual subscription:

There are two formulas, one for smaller councils (under 3k electorate) and one for larger councils (over 3k electorate) – below is the formula for smaller councils which relates to your parishes.

***LGE ^ 0.65 x 4.437** is the formula for councils under 3k electorate (Local government electorate to the power of 0.65 x 4.437).*

h) **Update on the progress of the registrations for online banking.**

Alan Johansen has now registered for online banking.

9. **Planning.**

a) **West Suffolk Council Local Plan – Preferred Options consultation.**

Questions:

Part one

Do you agree with the categorisation of Ousden as a type B village?

Part two

*Has West Suffolk Council identified the correct new development management policies?
Is anything missing?*

Part three

What are your thoughts on the types of development allowed in type B villages?

6.3. There may be circumstances where policies will allow development to take place in either type B villages or in the countryside and further details are set out in part two of this plan. Examples of where development may be appropriate include:

- Small scale infill residential development comprising one or two dwellings.
- Replacement of existing dwellings on a one for one basis.
- Conversion and re-use of buildings for employment or residential purposes.
- An affordable housing exception site within or adjacent to a settlement boundary.
- An agricultural and/or essential workers dwelling.
- Where a neighbourhood plan is prepared and proposes site allocations.

It was resolved that Ousden Parish Council would submit a response supporting the categorisation of Ousden as a type B village, the new development management policies and the types of development which will be allowed in type B villages.

10. **To review the following policy documents.**

a) **Financial Regulations.**

It was resolved that the Financial Regulations would be approved.

b) Standing Orders.

It was resolved that the following amendments would be made and the amended version uploaded onto the website:

1. MEETINGS

- ~~a)~~ *Meetings of the Council will be held in Ousden Village Hall on the second Tuesday (excluding Bank Holidays) in January, March, May, July, September and November unless otherwise notified. Dates of meetings can only be changed with the agreement of the Chairman and clerk if a meeting is not going to be quorate. Meetings will commence at 6p.m. ~~unless members of the public are present in which case the meeting will start at 6.15pm following the open forum.~~*
- b)** *A public session will be held near the start of the meeting at which members of the public are invited to speak to councillors about any items on the agenda.*
- c)** *If public meetings are not allowed (as for example during the Coronavirus outbreak in 2020), remote meetings will be held via Zoom. Members of the public are welcome to join Zoom meetings. Login details will be included on the published agenda. A public session will be held near the start of the meeting at which members of the public are invited to speak to councillors about any items on the agenda.*
- d)** *The Annual Parish Meeting shall normally be held on the second Tuesday in May after the Annual Parish Council meeting.*

11. New Model Code of Conduct 'Other Disclosable interests' forms.

Councillors present completed the forms.

12. To discuss any highways/Rights of Way issues/tree/transport issues.

a) Update on the Quiet Lanes project.

Ousden is in wave 3 of the project. Suffolk Highways is in the process of creating job packs to enable parish councils to install signs themselves.

b) Speeding in rural villages.

The Parish Council has received an invitation from Chief Constable Steve Jupp to a Road Safety Conference on 29th July 2022. John Gale agreed to attend.

c) Date for tree planting and Queen's Green Canopy plaque.

The Parish Council has agreed with the Sicon Foundation to plant the Jubilee trees on 29th November 2022 with 6th December as a backup date if the weather is bad. Ousden Parish Council agreed to provide refreshments. A plaque has been ordered.

13. To discuss any village issues:

a) Possible locations for dog bins.

The suggested location is on the grassy area on Rockall. The clerk agreed to prepare a note to nearby residents making them aware of the proposals. She will then contact West Suffolk Council about installing the bin and to arrange for it to be emptied.

14. To discuss any correspondence.

No correspondence has been received.

15. Any other business for noting or including on the agenda of the meeting on Tuesday 13th September 2022.

The following items are for noting:

a) Inspection of Parish Council Property.

John Gale has inspected the Parish Council's property. The following issues were raised:

- The bolts on the village sign need renewing. John Gale agreed to replace the bolts.
- Some of the seating planks on the circular oak seat are starting to rot and will need replacing. The seat all requires jet washing to remove the lichen. John Gale, Geoffrey Ingham and Guy Holland Bosworth agreed to have a look and treat the wood after the winter.

The clerk explained that the bench should be taped off or removed if at any point councillors believe it has become dangerous.

- b) The clerk was asked to write a thank you letter to the resident who printed the labels for the wildflower seeds.
- c) The fly tipping near the phone mast has been cleared, but more rubbish has now appeared.
- d) The clerk was asked to contact Suffolk County Council to find out if the footpath next to Mill House has been cut this year as councillors do not believe it has.
- e) The drain at the bottom of The Hill has been repaired.

16. District Councillor's Report.

Mike Chester spoke about West Suffolk Council's Local Plan.

There being no further business the meeting closed at 7pm.

Signed (Chairman) Dated