

OUSDEN PARISH COUNCIL
Minutes of the meeting held on Tuesday 13th September 2022.

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

Also present: Joanne Kirk (clerk). District Councillor Mike Chester arrived at 6.10pm.

- 1. Acceptance of apologies for absence.**
Chris Ridge and Sylvia Pettitt sent their apologies.
- 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 meeting of the Parish Council held on Tuesday 12th July 2022.**
It was resolved that the minutes were correct. The chairman sign them.
- 4. Public session**
No issues were raised.
- 5. Police issues.**
 - a) Email from Suffolk Police giving dates for public meetings – for information only.**
- 6. County Councillor's Report.**
No report was received.
- 7. District Councillor's report.**
Mike Chester presented his report which is available on the Parish Council's website at <http://ousden.onesuffolk.net/parish-council/meetings/meetings-reports/13th-september-2022/>.
- 8. Update on list of actions agreed at the last meeting.**
There was one outstanding councillor action.
- 9. Finance**
 - a) Approval of any payments and signing of Schedule of Payments.**
It was resolved that the following payments would be approved:
 - McGregor Services – hedge cutting and tree canopy lifting - Open Spaces Act 1906, ss.9 and 10 – **£108.00**
 - Risby Parish Council – phone costs (15% of cost of clerk's mobile phone) - LGA 1972, s111 - **£15.93**
 - J P Kirk - expenses - LGA 1972, s111 – **£18.10**
 - Starboard Systems – Scribe subscription - LGA 1972, s111 - **£138.00**
 - Risby Parish Council – print cartridge 17.5% – LGA 1972, s111 - **£8.88**
 - HMRC – PAYE - LGA 1972, s111 - **£62.60**
 - Community Action Suffolk – insurance - LGA 1972, s111 - **£338.88**. Three year long term undertaking ends in 2023.
 - EDF bill – for information only - **£47.01**. The monthly direct debit has been increased to £10 a month from October. Ousden Parish Council has a fixed tariff for 3 years which ends in November 2023. Geoffrey Ingham and Alan Johansen 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**

Receipts

Date	Bank	Description	Total
11/07/2022	Lloyds Bank reserve account	Bank interest received	£0.07

Payments

Date	Description	Supplier	Total
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01/07/2022	Electricity St Barnabas	EDF	£8.00
13/07/2022	Clerk's expenses	J Kirk	£8.10
13/07/2022	Print cartridge 10%	Risby Parish Council	£5.08
13/07/2022	Grass cutting	McGregor Services	£60.00
26/07/2022	Data protection fee	ICO	£35.00
01/08/2022	Electricity St Barnabas	EDF	£8.00
04/08/2022	Grass cutting	McGregor Services	£60.00
Staff costs as per confidential cashbook.			

d) **Bank balances as of 24th August 2022.**

Lloyds Bank Current Account	£369.54
Lloyds Bank reserve account	£8,255.90
Total in Banks	£8,625.44

Geoffrey Ingham verified and signed the bank statements.

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

Geoffrey Ingham completed the checklist of internal controls.

f) **Six-month budget review**

Six month budget summary September 2022			
Receipts	Amount	Details	
Budgeted	£70.00		
Actual	£44.23	Lower electricity refund from PCC as bill lower than expected.	
Difference	-£25.77		
Payments			
Budgeted	£8,504.00		
Actual	£5,605.00		
Difference	£2,899.00		
Overspends as of 24th August 2022			
PAYE			
Budgeted	£0.00		
Actual	£109.00		
Difference	-£109.00	Change of tax code so PAYE now paid.	

The budget is currently on track. Explanations of overspends to date are detailed above.

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 that a payment of £50 would be approved.

10. **Planning.**

No applications were received.

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

a) **Update on the Quiet Lanes project.**

All the lanes designated in Wave 3 lanes have been signed off by Suffolk County Council and published in the East Anglian Daily Times.

The Suffolk Highways Design engineer has started creating the signage work packs for Wave 3. Once the posts have been installed, Ousden Parish Council will enter into a formal arrangement with Suffolk County Council regarding the self-installation of the Quiet Lanes signs.

b) **Suffolk lorry route survey carried out by Suffolk County Council.**

Ousden Parish Council received the following update from Suffolk County Council following their review of recommended lorry routes in Suffolk:

I am writing to inform you that Suffolk County Council has completed its review of the recommended lorry route map for the county. The final version of the map will be viewable here on Friday 22nd July: <https://www.suffolk.gov.uk/roads-and-transport/lorry-management/lorry-route-plan-review-in-suffolk/>

The map is intended to assist hauliers to plan routes that are most appropriate for their journey purpose and that limit the negative impact experienced by local communities while servicing the businesses and other premises. It is important to note that lorries and other large vehicles can legitimately use routes that are not included on the map except for routes that are subject to specific restrictions.

In October 2021, Suffolk County Council invited all local parish and town councils to provide feedback on their top 3 priorities related to the lorry route network in their area. We thank all of the councils that participated in survey.

A total of 149 local councils provided feedback on 331 routes across the county. The feedback has been reviewed using a range of data sources to understand the concerns raised and to determine whether further action is needed. If further action has been deemed necessary, the options available have been assessed.

Ousden Parish Council responded to the survey citing issues relating to air quality, weight, damage to property, speeding, road safety and damage to the highway caused by HGV movements. The County Council has assessed these concerns against a range of evidence and the findings are detailed below.

Air quality is monitored by West Suffolk Council and their findings are included in Annual Status Reports published on their website. The county council has reviewed the 2021 West Suffolk Annual Status Report and found that no air quality issues had been identified in Ousden.

In reference to weight limits, Suffolk Police hold the powers to enforce moving traffic where locations have restrictions and relevant TROs. Whilst we would expect companies to plan lorry movements in accordance with restrictions on the Highway, any abuse of these restrictions should be reported to the following: <https://www.suffolk.gov.uk/roads-and-transport/traffic-management-and-road-safety/report-a-heavy-goods-vehicle-incident/>

Evidence regarding damage to property is taken very seriously but, we have found no reports or issues raised concerning any damage to property due to HGV movements through engagement with Suffolk Highways.

The County Council has not been able to verify speeding complaints and is not the enforcement authority in relation to speeding traffic. However, the Suffolk Roadsafte Partnership provides information on how communities can help to tackle issues caused by speeding drivers. Further information is available here: <https://www.suffolk.gov.uk/roads-and-transport/traffic-management-and-road-safety/road-safety/>

Road safety concerns have been evaluated using a database of collision resulting in an injury shared with Suffolk Police to assess collisions involving HGV where the road layout has been cited as a contributory factor. The criteria determines whether changes to HGV routing or restrictions could be justified on road safety grounds. The county council found that no collisions involving HGVs where the road layout has been cited as a contributory factor have been reported over a five-year period leading up to the assessment. Open-source collision data is available to view at: <https://www.crashmap.co.uk/>

The County Council has not been able to quantify damage to the highway caused by HGV movements and no severe issues have been raised through engagement with Suffolk Highways. Issues related to maintenance of existing highway infrastructure should be reported through the Suffolk Highways Reporting tool available here: <https://highwaysreporting.suffolk.gov.uk/>

The feedback provided by Ousden Parish Council will be shared with relevant departments at the County Council to inform future decision making, however, there is insufficient evidence to support changes to the recommended lorry route map as a result of the feedback.

b) Damaged directional sign at Lady's Green.

The sign has been reported to Suffolk Council. Their response was that they would not replace it as their policy is to only replace mandatory road signs. The clerk agreed to find out how much a replacement sign would cost.

d) Weeds encroaching some of the footways.

John Gale agreed to speak to the landowner about the weeds.

12. Village issues:

No issues were raised.

13. Correspondence.**a) Letter from SARS requesting a donation.**

It was resolved that a donation of £50 would be made.

b) Email from Connecting Communities requesting a donation.

It was resolved that a donation of £50 would be made.

14. Any other business for noting or including on the agenda of the meeting on Tuesday 8th November 2022.

No issues were raised.

There being no further business the meeting closed at 6.42pm.

Signed (Chairman) Dated