Rushmere St. Andrew Parish Council

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"Seek The Common Good"

Minutes of the Parish Council meeting held on 8th January 2015 at TOWER HALL at 7.30pm

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CHAIRMAN:	P Richings Esq.
PRESENT:	Mrs J Clarke, Miss A Cracknell, Mr D Francis, Mr P Richings, Mr S Skinner, Mr M Sones, Mr P Tarling, Mr B Ward, Mr R Whiting, Mr J Withey, Mr J Wright
APOLOGIES:	Mrs M Brown (family commitment), Mr G Laing (family matter), Mr M Newton (SCDC meeting), County Cllr C Hudson. PCSO Justin Moss, PCSO Mike Sarbutts, PCSO Krista Robertson
CLERK:	Mr M R Bentley
ABSENT: (no apologies)	None
ALSO PRESENT:	Member of the public = 14, Mrs J Potter (Assistant Clerk)

1. APOLOGIES, APPROVAL OF ABSENCE, PROTOCOL & CONDUCT REMINDERS

The Chairman read out a statement on the Code of Conduct, protocol for debate and statutory rights to film, record, photograph or otherwise report on the proceedings of the meeting.

Apologies were noted as detailed above. Mr Tarling proposed acceptance of reasons for councillor absence, seconded by Mrs Clarke with all in favour.

2. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 13th November 2014

Mr Richings reminded Councillors to note the list of cheques issued and account balances. Mr Withey proposed acceptance of the minutes, seconded by Mrs Clarke, with ALL in favour. The minutes were duly signed as a correct record with no alterations.

3. DECLARATIONS OF COUNCILLORS INTEREST

Mr Withey stated that as a member of Suffolk Coastal District Council he may be asked to reconsider any matter from this meeting at District Council and at any relevant Committee/Sub Committee and in so doing, shall take into account all relevant evidence and representations made at the District level before coming to a decision.

Mr Whiting stated that as a member of Suffolk Coastal District Council and Suffolk County Council he may be asked to reconsider any matter from this meeting at District or County Council and at any relevant Committee/Sub Committee and in so doing, shall take into account all relevant evidence and representations made at the District or County level before coming to a decision.

4. PUBLIC PARTICIPATION

a. To Identify Public Participation with Respect to Items on this Agenda

Members of the public stated that they wished to talk regarding agenda item 8b – Bus route 4 and 55.

The Chairman decided to bring that agenda item forward given the level of interest in the matter.

Following the cessation of First Buses route 55 and the modified route of the Ipswich Buses No.4 (Extended to Martlesham), it had left a major part of Bixley Farm without a bus service. Complaints had been registered with Ipswich Buses, but there had been little indication that a full service would be restored to Broadlands Way as there was insufficient funding. It had, however, been established by this PC that route 55 had been withdrawn by First Buses and not because of any subsidy withdrawal by SCC, who were not allowed to subsidies the route.

The situation on Bixley Farm had been made worse as a new housing development for the over 55 age group was nearing completion and many people had moved in expecting to see a regular bus service into the town centre.

Mr Richings had analysed the roads around Bixley Farm with respect to the housing distribution feeding into Broadlands Way and bus route coverage. It revealed that over half the local populace were excluded from access to the buses via a local main road.

Mr Wright suggested that the PC makes representation to Ipswich Buses regarding the strength of feeling of the local people. It was resolved to write to Ipswich Buses highlighting the problem and request a meeting to be held at Tower Hall with the Ipswich Buses MD, Mr Malcolm Robson. – Proposed by Mr Wright, seconded by Mr Whiting with ALL in favour.

Mr Whiting would also take the matter up with Mr Newman the SCC Portfolio holder for transport.

[All members of the public then left the meeting]

b. County Councillor Report

Mr Whiting reported that the plans for the remaining footway construction in Bent Lane were now in place, although it was going to be more expensive than first thought. A Traffic Order would be in place for early March.

Mr Richings enquired whether Mr Whiting had heard of any progress with the installation of the bus shelter at Bennetts. Mrs Potter said she had heard from SCC that the dropped kerbs were due to be installed w/c 19th January.

c. District Councillor Report

Mr Whiting stated that on 17th June Felixstowe is to host the finish of Friends Life Womans Tour cycle race which starts at Bury St Edmunds. SCDC would be underwriting the costs and it would likely pass through Rushmere St Andrew.

Mr Whiting also reported that there were lots of issues concerning ASB at Cedarwood Green in Kesgrave and new legislation to enable a Public Restriction Order to be made was in the process of being approved. SCDC have authorised consultation on the Order with Delegated Authority to a Cabinet Member.

Mr Withey had been asking when they were going to build the sheltered housing on Bixley Farm. – Still undetermined.

Mr Withey stated that he had been tasked with reporting on any problems with the planning system. It was agreed that he would meet with the Clerk to detail a response.

d. Public Forum – Members of Public/Parish Councillors May Speak on Any Matter.

Nothing reported.

5. POLICE MATTERS AND REPORT FROM SAFER NEIGHBOURHOOD TEAM

There was no Police attendance

a. Monthly Report

Monthly police reports had been distributed with the agenda

b. Current SNT Tasking Priorities

Priority 1 :	Tackling anti-social behaviour in the area of Peart Grove/Cedarwood Green and other related areas, Kesgrave (IP5 2FY).
Priority 2 :	Tackling anti-social behaviour including graffiti and damage in the Martlesham Heath area (IP5).
Priority 3 :	Monitor the speeding of vehicles on roads within the Kesgrave SNT, including villages within the district (IP5 and IP6).

Matters arising from SNT Reports

a. There was some discussion regarding the new style Match Funded PCSO monthly report, which had been produced by PCSO Sarbutts in response to a request from Kesgrave TC for more information in the report on what the PCSO had been explicitly engaged in as a Match Funded PCSO, rather than

duplication of reporting of general work items across the SNT, which may have already been reported in the 12PT monthly report.

It was generally agreed that members of this PC were more concerned that we should be freeing up the Match Funded PCSOs time to carry out his assigned work in the parish rather than writing detailed reports.

b. Given that apologies were received for this this evening from all three PCSOs as they were off duty, the question was raised as to who was covering our Parish?

c. Mrs Potter as secretary for Parish Halls reported that she had received an email from PCSO Justin Moss looking for a venue to hold police 'surgeries' on a monthly basis. In all probability this would involve Tower Hall and that the SNT were looking for a venue with no fee attached. The Parish Halls charity would be unable to offer free rental of a committee room. However, the PC may be in a position to fund the meeting room from the crime prevention budget. To be raised at next GP&F meeting.

6. FINANCE

a. TO NOTE THE RECORD OF THE GENERAL PURPOSES AND FINANCE COMMITTEE

The UNAPPROVED Minutes of the meeting held on 11/12/2014 had been issued to all Councillors.

Matters arising from GP&F Report

There were no matters arising from the GP&F report and minutes. Councillors noted Mrs Clarkes report.

b. TO CONFIRM AND APPROVE BUDGET AND PRECEPT REQUIREMENTS FOR 2015/16

The Overall Budget & Precept document as recommended by the GP&F was distributed at this meeting for approval. The document also included information regarding the qualifying SCDC Council Tax Support Grant. A separate document from SCDC explaining the grant calculation of £1,436.61.was tabled at the meeting. The precept requirement was £100,000 giving a total of £101,437 (rounded) as combined grant and Precept as per the GP&F recommendation.

Mr Tarling proposed that a total precept of £100,000 with an additional £1,436.61 Council Tax Support Grant in support of an estimated Parish Council spend of £106,482 be accepted and approved. Seconded by Mr Wright. **Resolved:** Carried on a unanimous decision. The Clerk would send the formal request to SCDC for a 2015/16 precept of £100,000 plus support grant.

7. PLANNING & DEVELOPMENT

a. TO NOTE THE RECORD OF THE PLANNING AND DEVELOPMENT COMMITTEE

Mr Withey reported on two meetings 01/12/14 and 16/12/14) held since the last PC meeting. Copies of the P&D minutes of those dates had been issued to all Councillors.

Matters arising from P&D Report

There were no matters arising from the P&D report and minutes. Councillors noted Mr Withey's report.

b. SCDC CONSULTATION OF SITE ALLOCATIONS AND AREA SPECIFIC POLICIES

Notices had been placed on the parish noticeboards in respect of the SCDC Consultation on Site Allocations and Area Specific Polies documents, which would be running form from 15th December until 27th February. Mrs Potter requested an electronic copy for insertion onto the parish website.

c. OTHER PLANNING MATTERS

Correspondence had been received from owners/agents in respective of a proposed development at 4 Playford Lane and a proposed development at 16 Sandpit Close. A planning application had also been received for 840A Foxhall Road and in this respect the Clerk would be contacting SCDC to request some guidance for councillors. All three matters would be raised at the next P&D Meeting.

8. PARISH AMENITIES AND SERVICES

a. To Note the Record of the Parish Amenities And Services Committee

Mr Wright reported on the meeting held on 20th November 2014. A copy of the unapproved minutes of that date had been issued to all Councillors.

Matters arising from PA&S Report

There were no matters arising from the PA&S report and minutes. Councillors noted Mr Wright's report.

b. To Debate the Cessation of Bus Route 55 and Determine an Appropriate Action.

This item moved forward to item 4a

c. Other PA&S Matters

None to report

9. GENERAL PARISH MATTERS & CORRESPONDENCE

a. To Note Matters Arising Since Publication of Agenda

i. Regular reporting in the 'In Touch' magazine

The Clerk received frequent requests for copy from the editor of the 'In Touch' magazine and given the long period between publication of our own newsletter suggested that we should take advantage of the media availability with a regular report in the magazine. Agreed to take before the next GP&F meeting.

ii. Electoral Boundary Review – Confirmation of Order

The Recommendations of the Electoral Boundary Review Committee were confirmed by Parliament on 16th December 2014. This was for two District Council Wards and two Parish Council Wards

iii. Public Participation at Meetings

The Clerk reported that when recently attending a training course Mr Wright and Mr Tarling had been told by the lecturer that the council meeting chairmen should 'suspend business' when the public were speaking at Council Meetings. The Clerk was given to understand that this was not the case as public participation was classed as part of the meeting and should be minuted. However, if business was suspended then clearly the minutes would have been suspended too.. The Clerk had therefore taken the matter up with the CEO at SALC. Confirmation had been received that the course lecturer had given out of date information and the Clerks interpretation was correct.

b. SALC Meeting 08/12/14

Mr Laing and Mr Whiting (as a Cabinet Member for SCDC) has attended the SALC Area meeting on 08/12/14. A Report from Mr Laing had been distributed with the agenda for this meeting.

There were no matters arising from the report which was noted by Councillors. Mr Whiting commented that it was nice to see this parish represented at the meeting.

c. Dates to Note

PA&S Meeting, Thursday 15th January, 7.30pm Tower Hall

12PT Meeting, Wednesday 21st January, 10am, Kesgrave Town Council Offices

P&D Meeting, Wednesday 21st January. 7.30pm, Village Hall (Date TBC)

Allotment Panel Meeting, Thurs 29th January, 7.30pm, Tower Hall Committee Room

Cemetery Panel Meeting, Thurs 5th February, 7.30pm, Tower Hall

Dr Poulter follow-up Meeting on flooding/sewage, Friday 6th February, 5pm-7pm, St Andrews Church Hall

GP&F Meeting, Thursday 12th February, 7.30pm, Village Hall

10. DETERMINATION OF ITEMS FOR FUTURE AGENDA

Funding of committee room for SNT surgery sessions – GP&F Committee.
Regular reports in the 'In Touch' magazine – GP&F Committee

11. CLOSE OF MEETING

The Chairman closed the meeting at 21:20

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---COUNCILLORS to note items BELOW ---

The following expenditure had been incurred and income received since the items listed in the Minutes of the GP&F committee meeting of 11th December 2014.

GENERAL EXPENDITURE

Paid Date	Supplier	Item	Cheque No.	Cost inc. VAT	Cost exc. VAT	VAT	Category
16/12/14	SALC	Training - Cllr Course -Tarling/Wright	422	£ 235.20	£ 196.00	£ 39.20	Training
16/12/14	Police & Crime Co	Match Funded PCSO -Oct14 to Dec 14	423	£ -	£ 1,254.48	£ -	Crime
16/12/14	M Bentley	via Amazon - 3x litter pickers	424	£ -	£ 17.85	£ -	Maint
16/12/14	Net Salaries paid after PAYE & NI - December 2014		425/S.O	£ -	£ 2,004.94	£ -	Salary
16/12/14	HMRC	PAYE & NI - Oct to Dec 2014	427	£ -	£ 1,911.35	£ -	PAYE
01/01/15	SCL L/S Mgt Ltd	Chestnut Pond Mtce 17/11/14	428	£ 42.00	£ 35.00	£ 7.00	Pond
01/01/14	Staples UK Ltd	Stationery Supplies	430	£ 110.96	£ 92.47	£ 18.49	Admin

CEMETERY EXPENDITURE

Paid Date	Supplier	Item	Cheque No.	Cost inc. VAT	Cost exc. VAT	VAT	Category
01/01/15	Anglian Water	Cemetery water bill 15/8 to 1	D/D	£ -	£ 1.53	£ -	Metered Water
01/01/15	SCL L/S Mgt Ltd	Cemetery Mtce 10/11/14	1020c	£ 289.48	£ 241.23	£ 48.25	Maintenance
01/01/15	Cooks Waste Kare Ltd	Cemetery Mtce 03/12/14	1021c	£ 132.00	£ 110.00	£ 22.00	Maintenance
01/01/14	SCL L/S Mgt Ltd	Cemetery Mtce 8,9,18th Dec	1022c	£ 458.94	£ 382.45	£ 76.49	Maintenance

ALLOTMENT EXPENDITURE

Paid Date	Supplier	Item	Cheque No.	Cost inc. VAT	Cost exc. VAT	VAT	Category
01/01/15	SCL L/S Mgt Ltd	Allotment grass mtce & some hedge	429	£ 144.55	£ 120.46	£ 24.09	Maintenance

INCOME RECEIVED During December 2014

Cemetery	£2,475
Newsletter Advertising	£120
Allotments	£57

ACCOUNT BALANCES AS AT 31st December 2014

General Account	£80,526
Business Base Rate Tracker	£69,172
Cemetery Account	£37,411