



Rushmere St. Andrew Parish Council

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"Seek The Common Good"



Minutes of the Parish Council meeting held on 12th September 2019 at VILLAGE HALL at 7.30pm

CHAIRMAN: P Richings

PRESENT: Mrs A Bridger, Mrs M Brown, Miss A Cracknell, Mr C Griggs, Mr R Nunn, Mr P Richings, Mr R Whiting, Mr Wright, Mr B Ward, Mr D Francis, Mr Westrup, Ms Evans

APOLOGIES: Mr M Newton (family commitment), Mrs B Richardson-Todd (family commitment), Mrs S Todd (another commitment)

CLERK: Mrs S Stannard – Clerk; Mrs S Jenkins – Assistant Clerk. Minutes taken by Mrs Stannard

ALSO PRESENT: District Cllr Hedgley
Members of the public = 7

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

The Chairman read out the 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 above. Mr Nunn proposed acceptance of apologies and reasons for absence, seconded by Mr Wright, with ALL in favour.

2. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE COUNCIL MEETING HELD ON 11th July 2019

Mr Richings reminded Councillors to note the list of cheques issued. Mr Wright proposed acceptance of the minutes subject to the following amendments:
'Tower Hall' to read 'Village Hall'

This was seconded by Mr Westrup, with ALL in favour. The minutes were duly signed as a correct record with the mentioned amendments.

3. DECLARATIONS OF COUNCILLOR INTEREST

Mr Whiting stated that as a member of Suffolk County Council he may be asked to reconsider any matter including the Ipswich Northern route from this meeting at 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 County level before coming to a decision.

No other declarations were made.

4. PUBLIC PARTICIPATION

- a. **To Identify Public Participation with Respect to Items on this Agenda**
Item 6 Ipswich Northern Route Consultation

- b. **County Councillor Report**

A written report from Mr Whiting was distributed with the agenda for the meeting.

Matters arising – None

[Cllr Hedgley joined the meeting].

c. District Councillor Report

A written report from Cllrs Hedgley and Fryatt was distributed at the meeting.

Matters arising: Mr Westrup and Mr Richings stated that it is a good idea to provide accommodation for rough sleepers. Cllr Hedgley reported on the anti-fraud initiative and funding available from his Community Budget.

Mr Richings thanked Mr Whiting and Mr Hedgley for their reports and attendance.

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

Mr Francis reported that the vegetation along Gwendoline footpath had been cut and it would be beneficial if the leaves can be swept up. Mr Francis informed Councillors that he had reported electric supply problems at Gwendoline Close to the police.

5. POLICE MATTERS AND REPORT FROM SAFER NEIGHBOURHOOD TEAM (SNT)

There was no police attendance.

a. Safer Neighbourhood Team Area Reports and Tasking Priorities

The absence of SNT newsletters was reported at the last meeting. A composite 12-page magazine covering the whole of Suffolk has replaced the SNT newsletters. Two editions have been published to date namely June and August but with very little local content. The reports had been distributed with the agenda for the meeting.

Matters arising – None

b. PCSO Report (funded Police Community Safety Officer)

Written reports from the PCSO were distributed at the meeting. The reports were noted.

Matters arising – None.

6. IPSWICH NORTHERN ROUTE CONSULTATION

Several members of the public spoke against the consultation options. Concerns were expressed about the impact on the environment, traffic problems that will not be solved, flawed evidence that supported the proposed options, impacts on public health, the farming industry and the economy. The Parish Council was asked to reject the options and join the 'Stop' campaign group and to consider contributing financially to the 'Stop' campaign group. Information was provided by one of the members of the public about a march organised by the 'Stop' campaign group on the 13th September from the Corn Exchange to Endeavour House.

a. Determination of Formal Response to Suffolk County Council

A long debate followed about the Ipswich Northern Route Consultation Options and the impact it would have on the parish. Mr Whiting proposed that a letter be sent to Suffolk County Council to reject the proposals and all three routes, seconded by Mr Griggs. Resolved with a MAJORITY in favour. Reasons for rejecting the proposals included:

- Impact on the environment/ countryside/ Rights of Ways/ Cycleways/ Fynn Valley;
- Noise & pollution concerns;
- Not address traffic problems/ impacts on local roads;
- Northern Route could lead to significant housing and this is not plan led;
- Impact on character of the village and listed buildings; and
- Evidence flawed and insufficient options considered.

It was agreed to include information about the number of electors in the parish and the number of residents that attended the public meeting on 2 September 2019 in the response.

b. To Consider Support for a Campaign Group

The Clerk provided Councillors with advice from NALC and SALC about financially supporting campaign groups.

A long discussion followed about the merits of financially supporting the 'Stop' Campaign Group and the advice provided by NALC and SALC.

Mr Wright proposed that the Parish Council should seriously consider contributing financially towards the 'Stop' campaign group should Suffolk County Council pursue the northern route and legal representation is required to judicially review the case, seconded by Mr Richings. Six Councillors voted for the proposal; and six Councillors voted against the proposal. The Chairman resolved in favour of the proposal.

It was agreed that Mrs Bridger would represent the Parish Council on the 'Stop' Campaign group.

7. FINANCE

a. To Note the Record of the General Purpose and Finance Committee Meeting

Mr Richings reported on the last GP&F meeting held on 8 August 2019. Copies of the UNAPPROVED minutes had been issued to all Councillors. The GP&F record was noted.

Matters Arising: None

b. To Note the Completion of the External Audit and Approve the Audit Report (Annual Governance and Accountability Return) – if received

The Clerk reported that the AGAR for 2018/19 was submitted on time and an acknowledgement received from PKF Littlejohn. The external audit has not been received. PKF Littlejohn indicated that the AGAR has been processed and the review has commenced but it has not yet been finalised. The completed external audit report is expected in the next few weeks.

c. To Approve Revised Asset Register/ Insurance Valuation

A revised asset register/ insurance schedule was distributed to Councillors. The Clerk advised that the revisions include: an inclusive roundabout at Broke Hall Playing Field, a Parish Office mobile phone, a litter bin at Chestnut Pond and a mobile screen projector. Insurance-cover was currently aligned with the asset register insurance replacement value at £137,979.

The Clerk reported that the Parish Council insurance cover was due for renewal. This is year 5 of 5 of the long-term agreement. Community Action Suffolk (CAS) Group has developed a new unique policy – Parish Protect – to meet the needs of parish councils more closely. The policy is underwritten by Royal and Sun Alliance PLC Insurance, one of the largest insurers in the UK.

The premium under the Parish Protect Plan (including tax and commission) is £1,344.00 per annum and if the Parish Council elect to take up an offer of a 3-year long term agreement then the annual insurance premium would be £1,276.80. The insurance premium for 2019 was £1,812.73. The Clerk advised that the renewal documents were received shortly before the meeting. The Clerk briefly reviewed the renewal documents and advised that it provides similar cover than under the current Zurich policy, but the Clerk will need to review the documents in more detail.

Mr Richings proposed that the Parish Council take up a 3-year long term agreement under Community Action Suffolk Group Parish Protect Plan (Royal and Sun Alliance) provided that the new policy is reviewed and approved by the Clerk, seconded by Mr Ward. Resolved with ALL in favour.

d. To Consider Reallocation of Alan Eaton Bequest Fund

The Clerk informed Councillors that £2,000 was earmarked from the late Alan Eaton bequest for an information board at Chestnut pond. During May 2019 the Parish Council received grant funding for the information board and the earmarked funding from the late Alan Eaton bequest is no longer needed for this purpose and can be re-allocated. At the last Parish Council meeting, it was agreed that this funding should be reallocated for an alternative purpose, but no specifics determined. It was agreed to refer this to Parish Amenities and Services to identify a tangible project for the Alan Eaton bequest.

e. Other Financial Matters

None

8. PLANNING AND DEVELOPMENT

a. To Note the Record of the Planning and Development Committee Meeting

Mr Richings reported that the last meeting of the P&D had been held on 1st, 22nd August 2019 and prior to the Parish Council meeting earlier tonight. A copy of the APPROVED and UNAPPROVED minutes for the meetings in August had been issued to all Councillors. The P&D records were noted.

Matters Arising: None

b. Other Planning Matters

None

9. PARISH AMENITIES AND SERVICES

a. To Note the Record of the Parish Amenities and Services Committee Meeting

Mr Wright reported that the last meeting of the PA&S meeting had been held on 18th July 2019. A copy of the UNAPPROVED minutes of that date had been issued to all Councillors. The PA&S record was noted.

Matters Arising: Mr Wright informed Councillors that a number of trees on parish council land will have to be felled for safety reasons the following Wednesday/ Thursday.

10. TO CONSIDER ESTABLISHMENT OF WORKING PARTY TO INVESTIGATE COMMUNITY SELF HELP

The Chair reported that Mr Newton was keen for the Parish Council to investigate this item in more detail. A discussion regarding the merits of the project followed. It was agreed that Mr Newton, Mr Westrup, Ms Evans and Mr Francis will meet to discuss the way forward on this item and report back to Council.

11. GENERAL PARISH MATTERS & CORRESPONDENCE

a. Remembrance Service

Councillors agreed that last year's joint service with the church was very successful. The Clerk/ Assistant Clerk to contact St Andrew's Church regarding a joint service this year.

b. To Note Matters Arising Since Publication of Agenda

Correspondence received from resident regarding Playford Road. The correspondence was noted.

Mr Whiting questioned when Parish Council will consider whether to embark on a neighbourhood plan for the parish or not. The Clerk is researching this at present. This item will be referred to the next Planning and Development Committee/ Parish Council meeting.

c. Dates to Note

Thursday, 20th September 2019, PA&S Committee, Tower Hall, 7.30pm

Thursday, 26th September 2019, Cemetery Management Advisory Panel, Walkabout followed by meeting at Village Hall Committee Room, 6.30pm

Wednesday 2nd October 2019, Newsletter and Website Advisory Panel Meeting, Parish Office, 7pm

Thursday, 10th October 2019, GP&F Committee, Tower Hall, 7.30pm

12. DETERMINATION OF ITEMS FOR FUTURE AGENDA

Neighbourhood Plan

13. CLOSE OF MEETING

The chairman closed the meeting at 9.37pm

---COUNCILLORS to note items BELOW ---

The following expenditure had been incurred and income received since the items listed in the Minutes of the General Purpose and Finance Committee meeting of 8th August 2019

GENERAL EXPENDITURE

Paid Date	Supplier	Item	Cheque No.	Cost inc. VAT	Cost exc. VAT	VAT	Category
01/08/2019	Mrs S Stannard	Ink Cartridge from Amazon		Internet payment (1)	£	90.48	Admin
01/08/2019	Mr Robert Potter	Litter rounds July 2019		Internet payment (2)	£	62.50	Litter
01/08/2019	Mr Robert Potter	Noticeboards and letter rounds - July 2019		Internet payment (3)	£	66.00	S142
22/08/2019	Net Salaries Paid after PAYE, NI & Nest Aug 2019			Internet payment 4 & 5	£	2,658.77	Salary
22/08/2019	East Suffolk Council	Uncontested Election 2 May 2019		Internet payment (6)	£	141.44	Elections
22/08/2019	SCL L/S MGT Ltd	Maintenance Ponds July 2019		Internet payment (7)	£ 72.00	£ 60.00	Pond
22/08/2019	SCL L/S MGT Ltd	Maintenance Playareas July 2019		Internet payment (8)	£ 343.80	£ 286.50	PF&POS
28/08/2019	Nest	Pension Payments - Employee + Employer Aug 2019		D/D	£	150.15	Pension

CEMETERY EXPENDITURE

Paid Date	Supplier	Item	Cheque No.	Cost inc. VAT	Cost exc. VAT	VAT	Category
01/08/2019	Mr A Duncan	Cemetery Order Forms (Hibbert E8, Burgess 101, Miller J18)	1289		£	60.00	Admin
22/08/2019	SCL L/S MGT Ltd	Maintenance at cemetery July 2019		Internet payment 10	£ 344.40	£ 287.00	Maintenance
22/08/2019	SCL L/S MGT Ltd	Installation of bollard		Internet payment 11	£ 462.00	£ 385.00	Maintenance
22/08/2019	Mr A Duncan	Cemetery Order Forms (B Farthing - J24)	1290		£	20.00	Admin

ALLOTMENT EXPENDITURE

Paid Date	Supplier	Item	Cheque No.	Cost inc. VAT	Cost exc. VAT	VAT	Category
22/08/2019	SCL L/S MGT Ltd	Maintenance of Allotments - July 2019		Internet payment 9	£ 151.20	£ 126.00	Maintenance

INCOME RECEIVED during August 2019

General Account	£67.94
Business Base Rate Tracker	£0
Cemetery Account	£4,412.12

ACCOUNT BALANCES AS AT 31 August 2019

General Account	£115,683.33
Business Base Rate Tracker	£54,404.09
Cemetery Account	£71,804.53