

THE SAXHAMS PARISH COUNCIL

Minutes of the Meeting held on 25th February 2021

Virtual Meeting at 5 pm Via Zoom

Present

Councillors: Michael Burt (Chairman), Helen Fergusion (Councillor), Suzie Winkler (Councillor)
Gill Hicks (Councillor), Rosie Irish (Councillor), Michelle Thompson (Clerk)

The Chairman, welcomed everyone

1. Apologies: - None
2. Declaration of Interest None
3. Minutes of the last P.C. Meeting held on 29th October 2020 and 26th November 2020

The minutes of both meetings were approved as the October 2020 were adjusted slightly after the November meeting and then circulated afterwards to all Councillors. All Approved

Matters Arising from Minutes from 26th November 2020

- **Footpath from Little Saxham Village through to Great Saxham Playground:**

This is an on - going project. Both Cllr. Burt and Cllr. Hicks have been making enquires and reporting back to the Parish Council to see whether they could contact the landowners to see if a “*permissive path*” could be created on the south side between Little and Great Saxham from the back of Little Saxham Church through to Great Saxham play area. Cllr. Burt has spoken with one of the land owners concerned and they outlined to him that there had already been “*a permissive path*” created on the Barrow side of the road from Great Saxham crossroads approximately spanning a quarter of a mile. Similarly that the land owner was considering creating a permissive path along the poplar plantation adjacent to Clay Cottage. This contributes to the project for an off- road path between The Saxhams and Barrow. This initiative is independent of the Parish Council so the landowner was not expecting to do anything further on the south side of the road at this stage. However, Cllr. Burt, Cllr Hicks and Cllr. Winkler would pursue some enquires to find an alternative route as the Saxham Estate is alongside the area that would be considered.

**Cllr Hicks
and Cllr
Burt**

- **Great Saxham Notice board**

The Councillors had discussed, previously, the possibility of refurbishment of both Great Saxham and Little Saxham Noticeboards. The Clerk had received a quotation which she presented to the Parish Council. It was decided to go ahead with the Little Saxham Noticeboard, but it was agreed to request a slight alternation to the doors on the Great Saxham Noticeboard – opening from the middle instead of upwards.

**Michelle
Thompson**

Signed

Chair

Date

The Clerk has asked the contractor for another quote.

- **The Shooting Range between Barrow and Great Saxham**

Residents of The Saxhams have been concerned for a few months now about the noise level on a Sunday from the Shooting Range Area. There seems to be early morning noise on a weekly basis, especially on a Sunday. The Clerk had contacted West Suffolk Council to log a noise complaint and to also gain more information about the terms of licence held. Cllr. Holder had informed the Parish Council that this was a very well - known shooting venue and had kindly offered to provide us with a timetable of events. The Clerk was asked to enquire whether any more details could be acquired.

**Michelle
Thompson**

- **Drainage at The Cattery and St Andrews Church Entrance Gate**

Drainage near "*The Cattery*" at the top of Honey Hill, Little Saxham, has been an on-going issue. Cllr. Burt contacted Suffolk Highways once again and they have now been scheduled to do the work. They have cleared the drain, but it has been emphasised to Suffolk Highways that this is a serious situation especially with the bad weather conditions so we await a response. This is to be monitored closely by the Clerk and Chairman and followed up where necessary.

The issue with the Drainage at St Andrew's Church Gate Entrance is still on going. The Clerk has contacted Suffolk Highways once again after being refused funding in the past to see whether they can assist with this and have now rodded out the area. We await an update on when the work will start. Cllr. Soons has assisted with this.

- **Pension Contribution**

The Clerk has been asked to proceed with arranging the paperwork for the Clerks Pensions Contribution with The Local Government Scheme for 2021; after the November 2021 minutes were approved. This would start at the beginning of the next financial year. All Agreed

5. Suffolk Police Report

The Chairman outlined from the recent police newsletter that Suffolk Police were working hard on the Covid 19 Guidelines and that there are no further issues concerning The Saxhams

Signed

Chair

Date

6. West Suffolk Council Report from Borough Councillor Ian Houlder

Cllr. Houlder reported to the Parish Council and outlined that there is still a need to equalise rates between the former West Suffolk and Forest Health Councils, and that Council Tax would not rise this year.

He outlined that all approved capital projects were still going ahead both with West Suffolk and Forest Health, but did emphasise that future ones may be at risk. He outlined the new Local Government Hub situated at Western Way which will include the Police, NHS and a new Leisure Centre. The Chairman reported to the Council and to Cllr Holder of the continual problem of “Fly Tipping”. This would appear to be a Nationwide problem and concerns were expressed that it may be too easy to gain a licence. We have had one problem within the Parish that was reported to West Suffolk Council and is now sorted. Cllr Houlder reported to the Parish Council that he would make enquires into the licencing procedures within W S Council

Cllr. Houlder reported that he has a small amount of a Locality Grant left for 2020 and the Parish Council expressed an interest in accepting this for maintenance on the Great Saxham Play Area. The Clerk is to be sent the details. Cllr. Ferguson went on to report that one piece of the Play Equipment was in need of maintenance and that one quotation had been received and further estimates were being looked into.

7. Suffolk County Council – Report from Karen Soons

Cllr. Soons again, informed the Council that a Mass Vaccination Centre had opened in Newmarket and that she was assisting with this programme in Haverhill and Stowmarket. She informed the Council that each centre is taking people from within a 45 mile radius but of course this is dependent on the availability.

Karen made us aware of the “Post 16 Travel Policy” coming out and asked for feedback on this Also she made the Council aware of the change in the recycling of waste.

Cllr Soons contributed to issues above and for further information

(Please see the Dec 2020, Jan, Feb Newsletter 2021)

8. Planning Applications Received Since the Last Meeting

DC/20/1773/FUL

Planning application- a two storey side extension to academy.
Associated works and infrastructure

C LAAS. UK
Saxham Business Park,
Little Saxham Suffolk IP28 6QZ

(Withdrawn)

9. Planning Applications Approved / Refused since last Meeting: -

DC/20/1174/FUL planning application –
Temporary siting of a mobile home
for on – site security guard

C LAAS. UK
Saxham Business Park,
Little Saxham Suffolk IP28 6QZ (Approved)

DC/20/2363/VAR

Planning Application – Variation of Condition 2 of
DC//16/2363/VAR to amend approved drawings to
move drying equipment to outside the building

(Still Outstanding)

**Michelle
Thompson**

10 Finance

Cheques – circulated and agreed by all present.

Chq No: 100374 Came and Company	
(wrongly refunded to the Parish another cheque raised	
	£346.34
Chq No;- 100376 M Thompson Salary Jan – Mar	£391.56
Chq No:- 100377 SCC Enterprise (Clerks Council Exams)	£144.00
Income of Locality Grant from SCC	£600
Interest	£ 0.15
Horringer PC Contribution towards Clerk’s Course	£ 40.00
Ingham PC “ “ “ “	£ 40.00

- Bank Reconciliation was approved and agreed by all.
- Mrs. G. Hicks was added onto the list of Signatories at the last Meeting in November 2020 for The Saxhams Parish Council and forms are being verified by the Bank. As well, it was agreed to also add Cllr Winkler at a later date. The Clerk was asked to enquire about setting up an Internet Banking Facility.
- Grass Cutting Quotation - the Chairman informed the Council that a Quotation for next year had been received. There was slight increase in the fees for 2021, but all agreed to continue with McGregor Services for the forthcoming year
- Locality Grant Money - the Parish Council thanked Cllr Soons for the grant that was received of £600 that went toward paying for the refurbishment of the Great Saxham Village Sign.

Signed

Chair

Date

- Internal Auditor Mr Trevor Brown - it was agreed by all to appoint Mr Trevor Brown once again, to continue doing The Saxhams Internal Audit for 2021. Due to Covid 19 it will be conducted remotely unless guidelines alter. All agreed

11 Correspondence

The Clerk informed the Councillors that an Annual Inspection Policy for the Play Area. The Parish Council all agreed to continue to allow West Suffolk Council to conduct the monthly inspections for another year.

The Chairman gave an update on the “*Grit Bin*” situation in that due to the recent weather conditions Suffolk Highways were automatically refilling them.

Over Lockdown Great Saxham Telephone Box provided an informal “Hub“ for people to swap books jigsaws etc. It was confirmed at the last meeting that this had not been sponsored by the Parish Council and it must therefore be used only as a normal phone box. In the meantime, the Parish Council received correspondence from BT, saying it was a working phone box and clutter must be removed. It is a listed item and the Parish Council agreed that BT should continue to maintain it. However, if required, in the future, adopting it would be a consideration as it’s a landmark in Great Saxham Village which the Council would not want to be lost. Meanwhile a notice would be placed in the telephone box to remind villagers of the situation.

Cllr Burt informed the Parish Council had received correspondence from Suffolk Highways on improving the A14 junction 41 near The Saxhams Business Park Project and that consultations were being held in the next couple of weeks, in a webinar. All Councillors expressed an interest attend. The Clerk was asked to liaise with Suffolk Highways.

Cllr. Burt announced that Cllr. Clarke has decided to step down as a Parish Councillor after many years of service to the community of Little and Great Saxham. He thanked Cllr. Clarke for all that he had done in the parishes and noted he will be greatly missed.

12. Annual Review of Risk Assessment, Code of Conduct and Standing Orders

All Councillors approved the above documents

13. Any Other Business

Cllr. Ferguson reported that there was flooding near the Old Blacksmiths Cottage at Great Saxham. The Clerk was asked to report this to Suffolk Highways.

Signed

Chair

Date

14. Date of Next Meeting – Thursday 25th June 2021 via Zoom

The Chairman thanked everyone for coming and the meeting was declared closed 5.45 pm

Contact details:

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Signed

Chair

Date