

THE SAXHAMS PARISH COUNCIL

Minutes of the Meeting held on 29th October 2020

Virtual Meeting at 5pm via Zoom

Present

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

The Chairman, Michael Burt welcomed everyone

1. Apologies: - Cllr. Helen Ferguson and Cllr Clarke
2. Declarations of Interest Cllr Winker Section 3 and Section 6
3. Minutes of the last P.C. Meeting held on February 13th and 25th June 2020

The minutes were approved by all and signed by the Chairman.

4. Matters Arising from Minutes from 25th June 2020

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

Both Cllr. Burt and Cllr. Hicks have been making enquires and reported back to the Parish Council that they would like to contact the landowners to see whether a “permissive path” could be created South of the road between Little and Great Saxham This would be from somewhere adjacent to Little Saxham Church through to Great Saxham play area. Since this would border on land owned by the Saxham Hall Estate Suzie Winkler proposed that she should walk through the area with Cllr Burt and Cllr Hicks. The chairman agreed to organise this.

**Cllr Hicks
and Cllr
Burt and
Cllr
Winkler**

Great Saxham Village Sign and Notice board

The refurbishment of the village sign at Great Saxham has now been completed. The Parish Council are therefore looking into applying for some funding from the Cllr Soons Locality Budget to assist with the cost of the work. The Clerk was asked to progress with the enquiries

**Michelle
Thompson**

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

Residents of The Saxhams have been concerned for a few months 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, Cllr. Ferguson has kindly offered to monitor the situation. The Clerk has been asked to contact once again West Suffolk Council to gain more information about the terms of licence etc.

**Michelle
Thompson**

Signed

Chair

Date

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

Drainage near “The Cattery” at the top of Honey Hill, Little Saxham has been an on-going issue which has unfortunately not been recognised by Highways. The drain is ineffective and causing flooding once more. The Clerk has previously followed this up with a letter but will contact West Suffolk Council again

**Michelle
Thompson**

The issue with the Drainage at St Andrew’s Church gate entrance is still on going. The Clerk has been asked to look into it further with the assistance of Cllr. Soons.

**Michelle
Thompson**

It has been suggested by Ingham Parish Council before Lockdown and the Guidelines altered for face to face meeting to arrange an evening where SALC can come and conduct training for Councillors. The Saxhams have been asked if they would be interested. All agreed. New Virtual training sessions are now being offered by SALC via Zoom. The Clerk was asked to look into this and to keep the Council informed.

**Michelle
Thompson**

5. Suffolk Police Report

There were no particular items of relevance.

6. West Suffolk Council Report from Borough Councillor Ian Houlder

Cllr Houlder did not attend the Meeting and no report was provided

7. Suffolk County Council – Report from Karen Soons

Cllr Soons

(See July, Aug, Sept Oct 2020 Newsletter for further information)

8. Planning Applications Received Since the 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

- 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

Mr. George Gittus, GEO Gittus and Sons
Symonds Farm, Newmarket Road, Risby Suffolk IP28 6RE
Mr. S Bainbridge- Parker Planning Services Ltd

Signed

Chair

Date

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

- DC/19/2161/FUL – Planning Application – Workshop Associated Security Fence.

Approved

- DC/19/1715/FUL:- Change of use from sui generis (agricultural land) to sui generis (tractor demonstration land for CLAAS UK Ltd) comprising 1no. building and associated hardstanding, bunding, wash down areas and infrastructure. Land South of CLAAS UK LTD – C/O Agent

**Michelle
Thompson**

- SCC/0061/19SE Extension of existing site, new internal Roadways and circulation space, new storage building, construction of cantilevered roof structure to existing yard HGV and car parking areas and new weight bridges. Part retrospective in relation to a small area of extended concrete yard.

Greenways Recycling Ltd, Newmarket Rd.
Risby. Bury St Edmunds IP28 6RE

- DC/19/1593/LB:- Application for Listed Building consent (i) insertion of 8no. circular windows;(ii) new timber staircase; (iii) create new door way to west elevation; (iv)stud wall partition to the ground and first floors.

Saxham Hall, Cobbs Road, Great Saxham IP29 5JW
The Livland Trust c/o Conyers Dills Pearson

Approved

- DC/19/1592/HH:- Application for Listed Building consent insertion of 8no. circular windows;(ii) new timber staircase; (iii)create third floor within the tower:-
Saxham Hall, Cobbs Road Great Saxham IP295JW
The Livland Trust c/o Conyers Dills Pearson

Withdrawn

- DC/18/0588/FUL (i) Dismantle Umbrello (ii) Carry out necessary conservation work (iii) Re-construct Umbrello in new location on Saxham Hall Estate.

Approved

Conti.....

Signed

Chair

Date

- **DC/18/0589/LB Listed Building Consent**
 - Dismantle Umbrello
 - (ii) Carry out necessary conservation work (iii) Re-construct Umbrello in new location on Saxham Hall Estate.

Approved

West Suffolk Local Plan – Second Stage of Strategic Housing and Economic Land and is being considered Availability Assessment (SHELAA)

10 Finance

Cheques – list circulated and agreed by all present.

Chq No: 368	M Thompson (Clerk Salary- Oct , Nov Dec)	£414.96
Chq No:- 369	McGregors(grass cut sept)	£204.00
Chq No:- 370	J Kidd (Gt Saxham village Sign)	£600.00
Chq No: 371	Community Suffolk (Website)	£ 60.00
Chq No: 372	McGregor Services (Grass Cut July Oct)	£534.00
Chq No 373	M T Clerks Expenses	£25.99

The Clerk made the Parish Council aware that NALC had now agreed the Clerk pay increase and therefore the Clerks Salary includes backdated pay from 1st April 2020

- Bank Reconciliation was approved and agreed by all.
- The Clerk reported that a Vat refund has been completed for the sum of £514.00

An additional cheque signatory would make administration of the bank account more flexible. Therefore, the Parish Council have agreed that Cllr. G Hicks should be a signatory on The Saxhams Parish Council Bank Account The Clerk was asked to raise the necessary paperwork to put this in place. Once signatories are revised, the Council would proceed to setup payment approval by Internet Banking, still requiring dual authorisation.

- Internal Audit Report :- Mr Trevor Brown conducted an Internal Audit remotely in July of the Parishes End of Year Procedures 2019/20 and reported that everything was been compiled to. Mr Brown recommended registering with Data Protection. The Councillors took this into consideration. The AGAR and supporting documents were then sent off to the External Auditors Littlejohn. All Councillor agreed

Signed

Chair

Date

11.

Correspondence

There is now a vacancy on the Parish Council after Cllr Dunn resigned and the Council are now able to Co-Opt

12.

Any Other Business

There was no other business

13.

Date of Next Meeting –

Thursday 26th November 2020 via Zoom

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

Contact details:

Michael Burt	01284 810134	mike_burt@btopenworld.com
Jonathan Clarke	01284 810408	jgc.saxham@btinternet.com
Helen Ferguson	01284 811696	helen.alletson@btinternet.com
Susan Winkler	N /A	suziewvs@gmail.com
Gillian Hicks	01284 810450	gillhicks@freenetname.co.uk
Rosemary Irish	01284 811669	rosie.irish.920@btinternet.com
Michelle Thompson (Clerk)	01284 765447	Thesaxhamsclerk@gmail.com

Signed

Chair

Date