

THE SAXHAMS PARISH COUNCIL

Minutes of the Meeting held on 14th June 2018

at St Andrews Church, Great Saxham

Present:

Councillors: Michael Burt (Chairman), Jonathan Clarke (Councillor), Rosie Irish (Councillor), Helen Ferguson (Councillor) Jennie Moody (Councillor) and Michelle Thompson (Clerk)

The Chairman, Michael Burt welcomed everyone to the meeting.

Action

1. Apologies for absence – Suzie Winkler and Sue Dunn

2. Declarations of Interest – None.

3. Minutes of Last PC Meeting held on 17th May 2018 – The Minutes were approved by all and signed off by The Chairman after an amendment to Section 9 on Flooding Problems at Symonds Bridge; should have read “On the Road via North of Symonds Bridge.”

4. Matters Arising from Minutes of 17th May 2018

- Risk Assessment – the Chairman outlined to everyone present, what was involved in a Risk Assessment and then proposed and it was accepted that the existing Risk Assessment be carried forward into this year. The Clerk was then requested to circulate it to all Councillors.
- Cycle Route Barrow – Bury St Edmunds

**Michelle
Thompson**

The Saxham to Barrow Section of The Cycle Route was reviewed and the possibility of National Funding along with landowner co-operation was discussed. It was agreed that we would liaise with the relevant parties with the assistance of Karen Soons and David Falk and in order to promote the relevant cycle route with the Council.

**Michelle
Thompson**

- Chestnut Trees at Twites Corner.

At our last Meeting, one of our Parishioners reported that the Chestnut Trees situated at Twites Corner are extremely over grown and appear to be a Health and Safety issue. It was discussed as to who was responsible for the maintaining these Trees and also ownership of them. At a previous Parish Council Meeting (16.11.17) this had been reported to Suffolk Highways who in turn had come and inspected them; saying that everything appeared to be of a satisfactory level, even though pictures of the tree with hanging branches were presented. There is still a continuous concern for the health and safety of those passing and therefore we are now awaiting a further response from Suffolk Highways.

Signed

Chair

Date

- Signpost at Honey Hill Junction with Barrow Road at Little Saxham

This has been reported to Highways England, unfortunately this particular sign turns around. This could be seen as misguiding vehicles and after some discussion with the Borough and County Councillors at the recent Parish Meeting they have suggested that it may be a health and safety issue; as it could direct vehicles under the low bridge near Saxham Business Park. This is being investigated by Highways and we are awaiting a response.

- Co-opt of our two New Councillors

We welcome two new councillors; Susan Winkler Von Stiernheim and Rosemary Irish and hope they will enjoy being part of the Saxhams Parish Council.

5. Suffolk Police Report

The chairman shared details from the police newsletter that included how Patrols had been increased in a residential area of Bury St Edmunds after reports of drug dealing and as result a suspect was found in possession of controlled drugs. A PCSO was approached about parking at a school at the end of the day and they were able to liaise with the school to find alternative parking to alleviate the issues.

The Police will be taking part in an event at the beginning of July called Crucial Crew which will educate young people to be safe at home and in the community. PC Fox has taken over as the Community Engagement Officer for Bury St Edmunds and will be looking to engage with the public in face to face meetings and using social media. They are also holding Tool S.M.A.R.T events at trade merchants in Bury St Edmunds to give advice on how to secure, mark and register tools from 20/6/18-22/6/18

6. St Edmundsbury Borough Council – Councillor Ian Houlder

Borough Councillor, Ian Houlder reported on the state of this forthcoming Year. With the introduction of the New Council – the merging of St Edmundsbury and Forest Heath has seen a focus on areas such as Mildenhall, and Brandon. One of the challenges of the unitary council is that Forest Health’s council tax receipts are affected by the U.S. Base and rents in the area have been inflated due to Airforce personal living in the area. The Unification of the two councils requires an Act of Parliament to create a “Single Council”. This has lots of support from Members of Parliament and will not affect the existing Village/Parish Councils. To encourage the

Signed

Chair

Date

building of houses the government has also given more powers to the council over planning.

7.

Suffolk County Council - Councillor Karen Soons

Karen Soons shared with us all the continuous hard work that has been done with special needs children and the provision of free school meals.

The subject of Free School Transport was brought up and its still in its consultation period, but families will be entitled to free transport if they live more than three miles from their school, but it has to be their catchment area school.

Karen continued to support efforts by local parish councils to hold to account Highways England and to encourage Jane Storey of SCC to obtain compensation for damage caused during the planned A14 diversions earlier in the year. Concerns were raised over the use of Symonds Bridge Road for large vehicles, it was suggested that we correspond with highways and the local farmer to look at possible solutions.

**Michelle
Thompson**

Karen mentioned that there would be lots of celebrations on the 21.06.2018 to mark Suffolk day.

Karen confirmed that work was to be carried out within the area to improve the quality and speed of Broadband.

8&9. The Code of Conduct, Standing Orders and Financial Regulations-
The Parish Council reviewed the Codes of Conduct, our Standing Orders and Financial Regulations confirming adoption of the minor amendments that had been made to the framework provided by SALC.

10. Planning – Applications considered since last meeting or those for which a decision is required:

None

11. Approved / Refused since last meeting

- DC/18/0495/LB Listed Building Consent – Single storey
infill extension Church Cottage Honeyhill
Little Saxham IP29 5LA
Approved
- DC/18/0588/FUL (i) Dismantle Umbrello (ii) Carry out necessary
conservation work (iii) Re-construct Umbrello in new
location on Saxham Hall Estate.
Pending
- 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.

Signed

Chair

Date

Pending

- DC/18/081/HH 3 New Potash Cottage Chevington Road
Great Saxham IP29 5JL. New Vehicular access and
drive with off road turning

Pending

12. Drainage Issues

- Great Saxham Church Gate Entrance: -
This is an ongoing issue of the flooding at the gates of
St Andrews Church and was discussed and we are still in
correspondence with Karen Soons and Highways England
- Pumping Station at Twites Corner: - This has been
previous reported to Suffolk Highways when they were in
the process of improving drainage. They ultimately
referred it to Anglian Water, to whom we are awaiting a
reply, a further report has been submitted.
- On the road North of Symonds Bridge: - there is
continuous flooding and unfortunately as yet we are
unaware of what is causing it. We have been in contact
with the local farmers; Gittus and they too have had a
number of areas of concern to which they have contact
Highways. They have kindly said they will keep the
Parish informed of any process surrounding this matter.

**Michelle
Thompson**

13. Re-instate Little Saxham Village Sign

- Unfortunately, the Little Saxham village sign got demolished in an
accident and we have contacted Highway England for a replacement

14. Finance

**Michelle
Thompson**

- Cheques – circulated and agreed by all present

SALC – Subscription 18/19	£ 134.41	Chq. No: - 298
Trevor Brown – Internal Audit	£ 131.50	Chq. No: - 299
Mc-Gregors - Grass Cutting – May	£ 624.00	Chq. No: - 300
Michelle Thompson Clerk Expenses	£ 126.43	Chq. No: - 302
Michelle Thompson Clerks Salary	£ 346.00	Chq No; - 301

- Bank Reconciliation
- Review of The Internal Control Statement for
Y/E 31st March 2018

Signed

Chair

Date

The Chairman confirmed the Annual Internal Audit Report, Annual Governance Statement and The Accounting Statement for 2017/18 and that they had been sent to PKF Littlejohn (Accountants)

- Internal Auditor – Trevor Brown - Tuesday 29th May 2018
Review of Internal Audit Report

The Chairman shared our successful Audit Report and the Auditor commented on our standard of work and how we comply with the regulations. The Chairman requested it to be published on website

15. Correspondence

The Chairman briefly ran through the correspondence

- Highways Symonds Fam Road Great Saxham Bridge Repairs
- Maintaining Suffolk's Highways Infrastructure
- Data Protection Bill – Data Protection Officer- Register with the Information Commissioner's Office (ICO) as a Data Controller. It was discussed that as a Parish we handle small amounts of confidential data. Therefore, it was decided that this would be reviewed at a later date

16. Any Other Business;

Damage to the Pillars near the Gate House

At the Entrance to Saxham Estate sits two Pillars with Nutmegs on the top. The left one has encountered some damage and therefore the Parish Council were wondering whether a sign could be commissioned for width purposes and another one at Potash Cottage Chevington Road. This is being investigated

Sign at Twites Corner to Symonds Farm advertising 'Weigh Bridge'

The subject of a Weigh Restriction or Width Notice was discussed from Twites Corner through to Symonds Farm in the view that large vehicles should be discouraged from using this road by

- removing the sign at the crossroads for public weighbridge
- new signage for necessary weight and or width restrictions on this road (allowing for appropriate farm traffic) at both ends)

This will assist in preventing further damage to the bridge especially if George Gittus continues to maintain a route across the stream for his farm vehicles to use. As last year the bridge was badly damaged and work is scheduled to take place to repair it and it was felt that it would

Signed

Chair

Date

be fine for lorries to be allowed to exit Symonds Farm to the South when the northern exit gives access to the A14 via the Risby junction.

17. Date of next meeting – Thursday 13th September 2018 at St Nicholas Church Little Saxham at 7.30 pm

The Chairman thanked everyone for coming and the meeting was declared closed 8.45 pm

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Signed

Chair

Date