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OCCOLD PARISH COUNCIL



c/o 2 Old School
Laxfield
Suffolk
IP13 8DL

DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON

Monday 1st April 2019 in the Village Hall at 8.00pm

1 Apologies for Absence

Present:, Cllr Cripps, Cllr Davenport-Jones, Cllr Grange, Cllr Hull, Cllr Mullarkey.
Apologies received and accepted for Cllr Chittock, Cllr Flack, Cllr Hubner and Cllr Owen.
Also Present for some of the meeting: County Councillor Stringer. One member of the public was present.

2 Declarations of Interest and Dispensations

- 2.1 Members were reminded of their obligations under the Suffolk Code of Conduct.
- 2.2 There were no dispensations or declarations of pecuniary or non-pecuniary interests to consider.

3 Public Forum

- 3.1 County Councillor Andrew Stringer went through his report which had been circulated earlier. District Councillor Glen Horn was unavailable.
- 3.2 Peter Gould introduced himself as a Conservative candidate for the upcoming elections for District Councillor covering Eye & Occold. He has been a member of the Eye Town Council since 2014, and steers their Neighbourhood Plan (NP) group. Eye's NP should be submitted this month for final approval by end October which will amount to a 2-year process from start to finish with a group of about 8 people involved throughout. Their consultant was ACOM. His advice is to start sooner rather than later and offered his help and support to the parish council wherever possible with our own NP.

4 Minutes of the Previous Meetings

- 4.1 The minutes of the meeting of held on 4 March 2019 were approved and signed by the Chair.
- 4.2 The following matters arising from those minutes were raised:
Following the Area Meeting at SALC in March, it was learnt that the annual donations (as made at the previous Parish Council meeting) to the Church and Baptist Church were deemed illegal. SALC are challenging the decision and advised all councils to take no action until they publish further guidance on the matter. Many councils across Suffolk make such donations. This also refers to the donation that covers the grass cutting in the cemetery.
County Councillor Stringer was asked to expand on his comments from the previous meeting about increasing income through rents. He was asked what percentage income could be expected. The reply was a lot greater than through renting out commercial properties. He approximated a 6% return on housing rental income if money was spent building new homes to rent from the Council, with a relatively low risk factor.

5 Footpaths

The footpath warden has reported all of the issues online and has received confirmation of what will be done over the next few weeks. A list was read out of the relative reports. She is very happy with the response received from the Rights of Way department. It was agreed that an up to date footpath map would be useful for the website with the paths highlighted for ease of identifying. **Action:** Clerk to arrange with footpath warden

6 Suffolk Highways, Speeding and Road Related Issues

- 6.1 The monthly SID report was unavailable due to illness. The clerk advised she was still awaiting a response via County Councillor Stringer re Paul Gant, Suffolk Highways engineer, and the meeting held back in January regarding ownership of the blocked ditch. County Councillor Stringer reported that he has raised the issue of no-responses from the engineer concerned with the Chief Executive of SCC, as there are many villages awaiting replies to queries through him. He confirmed a resolution will be found one way or the other and a reply received.
The 20mph zone was discussed again in detail as it would appear we are at an impasse with the police advising us it is not enforceable and the County Councillor's contacts confirming that it is enforceable. Occold was originally part of a pilot scheme introducing 20mph limits in rural area. He is to email Tim Passmore on our behalf to try and reach a resolution on this issue. Peter Gould confirmed they are trying to introduce a 20mph zone in Eye so he will make further enquiries about whether the speed limit will be / can be enforced and will let the Clerk know.



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Action: Clerk to expedite with the County Councillor and Eye contact re above

6.2 Clerk confirmed the 2 very large potholes reported on Castle Hill and Church Street, should be repaired within 5 and 20 working days respectively according to Highways.

7 Election update

Clerk confirmed all nomination papers hand delivered to Eye. No other papers had been received by her so we have no knowledge of any other candidates at present until the results of the election after 2 May.

8 Planning

8.1 The following planning application was unanimously approved:

Ref	Location	Details
DC/19/00950	Malting Barn, Dublin Road	Insertion of roof lights, windows, door, and change of use of integral garage to additional living accommodation

8.2 The following planning permission approval was noted:

Ref	Location	Details
DC/19/00416	2 Bulls Hall Road	Erection of a single storey extension to rear

8.3 Clerk updated on DC/17/04262 on advice received from BMSDC that the applicant has until 26 Oct 2020 to meet condition D2 regarding surface and drainage prior to building of the access.

There had also been a query regarding a caravan with a person living on it on the agricultural land behind The Cedars and Cedars Close. The Clerk has raised the query with planning enforcement and is awaiting a rep

9 General Governance including General Data Protection Regulations (GDPR)

The Document and Electronic Data Retention Policy was unanimously adopted. The 2019 – 2020 Meetings Calendar was approved. The Asset Register was reviewed once again due to some anomalies and a final list agreed and approved. The website advertisers review remains outstanding. **Action:** Cllr Davenport Jones to send clerk a spreadsheet to enable a speedy review. Clerk to update Asset Register for signing by the Chair

10 Financial Matters

10.1 To following payments were approved:

Amount	Payee	Details
£226.86	Caroline Emeny	Clerks remuneration
£56.72	H M R C	PAYE
£22.65	Caroline Emeny	Clerks expenses
£8145.54 & vat	Suffolk County Council	Replacement of street lights inv 9223815
£132.00	ORAC	Hall hire April 19 – Mar 2020

10.2 There were no receipts to note. Thanks were received from the PCC for the donation made last month. Thanks were still outstanding from the Jubilee Baptist Church. **Action:** Clerk to ask both churches what the donations went towards for our records

11 Street Lights

No further complaints had been received regarding the new lights. Clerk advised that the Mar '18 Streetlights and maintenance bill was £578.62 plus vat. The Mar '19 bill was £261.12 plus vat, a significant reduction considering the new lights were only installed in the last 4 months of the year. The projections were an energy cost of about £100 p.a. for a full 12 months' supply plus maintenance costs.

12 Community Infrastructure Levy (CIL) income and expenditure

Cllr Hull and the Clerk attended an area meeting last week where a very informative CIL talk was given. The presentation powerpoint has already been emailed to all. A summary of the main points was distributed and explained by Cllr Hull.

13 **Correspondence** – The following correspondence was noted:



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Date	Detail	Distributed	Actions if any
8/3/19	Submission of Draft Eye Neighbourhood Plan	Emailed all	Noted
15/3/19	Annual Crime Figures from Suffolk Police	Emailed all	Noted
21/3/19	Mid Suffolk Housing Land Supply statement	Emailed all	Noted
21/3/19	3 rd Round of CIL Bids 1-31 May 2019	Emailed all	Noted
27/3/19	Unauthorised encampment Castleton Way EYE	For info only	Noted
27/3/19	Parking plan document & survey from BMSDC	Emailed all	Noted
27/3/19	Planning Direct re Neighbourhood Plan funding	Emailed all	Noted

14 Matters for information

Adnams charity had sent in their end of year accounts by post for anyone wishing to read through. The NP was briefly discussed after the previous input from Peter Gould. Cllr Hull asked if there was any other correspondence for circulating. The Clerk confirmed that most correspondence is received by email which she then sends to all. The only post received had been the Adnams accounts. There were no other matters.

Action: Clerk to source Stradbroke's NP and email to all Councillors

- 15 **Date of next meeting** – The Annual Meeting of the Parish Council on Monday 13th May 2019, 8pm Occold Village Hall preceded by the Annual Parish Meeting at 7.30pm which everyone is welcome to attend. Clerk to draw up agenda and invite local groups to submit and present their reports. Cllr Davenport-Jones to advertise via the village Facebook page. Clerk to obtain A1 size map of the village via Paul Bryant to enable date grading of the housing stock in the village and to encourage parishioners to come and date their homes.

The meeting closed at 09.45 pm

Signed: *Caroline Emeny*, Clerk, Occold Parish Council, Tel 01986 798422

Dated : 2 April 2019