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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 7<sup>th</sup> January 2019 in the Village Hall at 8.00pm**

**1. Apologies and Approval of absences**

Present: Cllr Chittock, Cllr Cripps, Cllr Davenport-Jones, Cllr Grange, Cllr Hubner, Cllr Hull and Cllr Owen. Apologies received and accepted for Cllr Mullarkey and County Councillor Stringer. Cllr Flack advised he may be late but did not arrive.

Also Present for some of the meeting: District Councillor Horn. No members of the public were present.

**2. To receive any Declarations of Interest and consider requests for dispensations**

**2.1** Members were reminded of their obligations under the Suffolk Code of Conduct.

**2.2** There were no declarations of interest nor requests for dispensations.

**3. Public participation session (max 15 minutes) to include District and County Councillors Reports**

**3.1** County Cllr Stringer's report was read out. See separate report circulated prior to the meeting.

District Cllr Horn gave his report. MSDC now operate over the Christmas period whereas in the past they used to close completely for 2 weeks. This has proved beneficial in many ways including staff retention. Budgets are being reviewed with a 2% proposed increase on council tax which equates to £0.06 p.w. based on a Band D property. SCC have a £54M shortfall. The Local Plan should have been finalised in time for the May elections but this has been postponed until the elections are over. A planning application was refused for 295 new homes in Debenham in December.

Councillors asked District Cllr Horn if Occold should start investigating their own Neighbourhood Plan (NP). Approx cost of £10K for a NP which is grant funded by the government. It was agreed that Occold will arrange a meeting with Dist.Cllr Horn for a NP Expert to come to a meeting to discuss the ins and outs of a NP. It was suggested that Occold extend an invitation to other local parishes to attend as well, to be held outside of the usual monthly Parish Council meeting. The suggested dates are Monday 18 February, Tuesday 19 February or Monday 18 March, 7.45 for a 8pm start.

**Action: Clerk to request dates from Cllr Horn and then extend invitation to other parishes, then book hall**

**3.2** There were no members of the public.

**4. To resolve that the minutes of the meeting held on 3 December 2018 are a true and correct record**

**4.1** The minutes of the meeting of the Parish Council held on 3 Dec 2018 were approved and signed by the Chair.

**4.2** There were no matters arising not elsewhere on the agenda.

**5. Budget Review – The Budget, Precept and Annual Donations were discussed and approved as follows: -**

The Precept was increased by £500 to £8500 meaning a £0.21 p.m. increase on average per household in Occold excluding any MSDC changes. The Precept request form was duly signed by the Chair, two Councillors and the Clerk.

The following budget for 2019 / 2020 was agreed:

Clerk salary	£ 3700
Administration & expenses	£ 500
Audit, insurance, hall hire	£ 525
Training	£ 400
Subscriptions	£ 325
S137 Donations	£ 700
Church & Chapel	£ 1350
Cemetery grass-cutting	£ 625
MSDC bins, bus shelter, elections	£ 610
Street Lights	£ 450
<b>TOTAL</b>	<b>£ 9185</b>

This will leave approx. £585 to come from reserves when taking the total income of £8600 into account.



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The following donation payments were unanimously agreed in the current financial year using powers under Local Government Act 1972/s38 (SS2A LGHS 1989)

Chq no. 100768	ReVitalise	£100
Chq no. 100769	St Elizabeth Hospice	£100
Chq no. 100764	Eye & District Volunteer Centre	£100
Chq no. 100765	Suffolk Accident Rescue Service	£100
Chq no. 100766	East Anglian Air Ambulance	£100
Chq no. 100770	Occold Pre-School	£115
Chq no. 100752	Poppy Wreath	£ 35

Total charitable donations under S137 for the year to £650 (Budget allocated at £700 leaving £50 o/s)

6. **WW1 Centenary / Roll of Honour update** – £202.86 raised from ROH event donations to date. Clerk to write short article for School newsletter regarding spare books to any families living outside of Occold and to liaise with the school in this regard. Another 4 books sold through Barry Woods, so total cash still in hand £120 as possible refunds may have to be made to one or two school parents. **Action: Clerk**

7. **Suffolk Highways, Speeding and Road Related Issues**

7.1 SID report and update. Request for additional support with SID changeover as quite a dangerous and heavy task for one person. Cllrs Cripps, Chittock are available to help with Cllr Hubner additionally at weekends. **Action: Cllr Davenport to advise accordingly and arrange liaison between parties**

7.2 Blocked ditch –update on blocked ditch near Hollyhock Cottage Suffolk Highways report 221522 – clerk raised complaint and response should have been received by today but no response at time of meeting. **Note post meeting** - reply received. Highways request we look at and discuss with Paul Gant, Highways engineer, at Occold site meeting end of January with SID operator and Cllrs Cripps and Cllr Chittock. Any other road related issues – Cllr Hull reported there was a large amount of paper strewn over the road and layby on the Eye Rd before it reached Clint Road, near the chicken field. Clerk to report.

**Note post meeting** – Clerk reported to Highways, report no 230235, who advised it was a matter for MSDC. Clerk reported to MSDC 14/1/19.

8. **Planning**

8.1 There were no planning applications to consider.

8.2 To note the following application only:

Ref	Location	Details
DC/18/05021	Land adjoining Tufts Rd & Maple Way EYE	Outline planning permission for erection of up to 126 dwellings. For information only as in Eye.

8.3 There were no other planning matters that require urgent attention or for information.

9. **General Data Protection Regulations (GDPR) and Policy review** – It was agreed that Councillors landline telephone numbers would be listed on the website. Councillors responsibilities must also be listed. O/S policy: Document and Electronic Data Retention Policy and website contacts. **Action: Clerk to update**

10. **Financial Matters**

10.1 There were no receipts to note. The following payments were approved:

Amount	Payee	Details
£181.42	Caroline Emeny	Clerks remuneration
£45.20	H M R C	PAYE
£60.00	Community Action Suffolk	Website hosting annual fee

11. **Street Lights** – Cllr Cripps has dealt with the o/s action re obstructing tree. Complaint re The Nest and light in front bedroom window from previous minutes. A meter reading was taken by Highways lighting engineer. Clerk to enquire with Cllr Mullarkey how he is affected by this light as it is outside one of his windows. Note bill



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still o/s for replacement work.

**Action: Clerk to enquire with RM**

**12. Protection of Green Spaces in the village** –Cllr Hubner confirmed there are 3 green spaces within the village – the playing field, the village green and a tiny area at the Pump site which would be impossible to build on. The playing field is protected by the 3 Trustees. It did have a covenant protecting it which has since lapsed. However, permission would have to be sought form the Charity Commission if it were ever to be sold and this would not be forthcoming hence we understand our green spaces are sufficiently protected.

**13. Eye Neighbourhood Plan** – letter sent to Town Clerk expressing the Parish Council’s views.

**14. Correspondence** – The following item of correspondence was received and noted.

From	Location	Details
Suffolk Police & Crime Commissioner	Request for £2/household p.m. for policing in Suffolk	Details put on our website and village facebook page for people to reply to the survey

**15. Matters for information**

A tree is leaning precariously towards the road. It was agreed to monitor it, no action at this stage.

**Footpaths** be added to the agenda as a monthly item as we now have Footpath Wardens in place. Clerk confirmed the new wardens have met with Sue Welch and were due to produce a report shortly. Clerk to invite them to the next meeting as a way of introducing themselves to the PC.

**Action: Clerk**

**13. Date of Next Meeting:** Monday 11<sup>th</sup> February 2019 at 8pm in the Village Hall

**The meeting closed at 10.00 pm**