

Nacton Parish Council

Minutes of the Meeting of the Parish Council on Wednesday 29 September 2021 starting at 7pm

Present:

Parish Councillors: Cllr B Hunt (Chairman), Cllr J Leeder, Cllr R Eaton, Cllr D Garrett, Cllr P Warner, Cllr W Cook, Cllr I Hatfield
Cllr M Richardson (East Suffolk District Council ESDC)

Mrs C Lucas (Clerk)

Apologies: None

Agenda Item	Context/Discussion	Actions and Decisions
33. Apologies for absence	Apologies accepted for Cllr R Kerry (ESDC) No apologies received from County Councillor P. Mulcahy	
34. Declarations of Interest	None	
35. Invitation to public to comment on agenda items	None The Chairman welcomed Mick Richardson, new councillor for ESDC and Emma Wilson who attended the meeting to meet other councillors with a view to being co-opted (once the process has been followed).	
36. Minutes and actions of the meeting on 28.07.21	The minutes were agreed as a true representation of the meeting held on 28 th July 2021.	
37. Chairman's Update	There have been two resignations since the last meeting – Cllr. Potter and Cllr.	

	Newby. No election has been called so both vacancies will be permitted to be co-opted. Cllr. Eaton addressed the Chairman regarding a recent holiday and asked in future if he could, out of courtesy, let councillors know when he is going away. The Chairman asked if all were happy to continue paying the Zoom subscription over the winter in case we go into another lockdown. All agreed to this request. Nacton Parish Council can obtain two benches (free of charge) to use in the parish from Felixstowe Peninsular Community. Councillors need to decide between themselves which bench design they would prefer. Cllr Eaton requested that one of the benches be offered to Priory Court. Chairman agreed to this request.											
38. Reports	6.1 East Suffolk Council – The clerk had circulated both reports to all attendees prior to the meeting (August and September editions). Cllr. Richardson introduced himself to all parish councillors. 6.2 Village Hall – the clerk read a short statement out from the village hall which was circulated with the agenda. 6.3 The Tree Warden gave an update on the trees of the parish and the work he is currently doing.											
39. Finances	<u>7.1 The following payments were all agreed:</u> <table><tr><td>Clerk's salary (August and September)</td><td>£639.60</td></tr><tr><td>Clerk's expenses (mileage and printer cartridges previously agreed at 28 July meeting)</td><td>£89.78</td></tr><tr><td>Cllr Hunt zoom subscription</td><td>£28.78</td></tr><tr><td>Priory Court donation – Residents Association</td><td>£100</td></tr><tr><td>SALC new councillor training</td><td>£180</td></tr></table>	Clerk's salary (August and September)	£639.60	Clerk's expenses (mileage and printer cartridges previously agreed at 28 July meeting)	£89.78	Cllr Hunt zoom subscription	£28.78	Priory Court donation – Residents Association	£100	SALC new councillor training	£180	
Clerk's salary (August and September)	£639.60											
Clerk's expenses (mileage and printer cartridges previously agreed at 28 July meeting)	£89.78											
Cllr Hunt zoom subscription	£28.78											
Priory Court donation – Residents Association	£100											
SALC new councillor training	£180											

	Fuel for grass cutting £24.60 Bracket sets for VAR (2 sets) £127.50 Website domain 5 year renewal £95.94 SALC E-module trainings (being a PC and planning) £28 Annual insurance renewal £565.67 <u>Total £1879.87</u> It is also to be noted that all councillors agreed £30 for the wreath for the war memorial for Remembrance Day as this cheque will need raising prior to the next meeting on 24th November.	
40. Correspondence	a. SALC East Suffolk Area Forum – 30th September – Chairman to attend virtually. Cllr Eaton said these meetings have been valuable in the past and there should be a representative of Nacton Parish Council in attendance. b. Sizewell C – Cllr Cook to attend the EDF update session by zoom on 6th October.	Clerk to send zoom details for the EDF update to Cllr Cook
41. Planning	The planning applications submitted on the agenda were read through. There have been no new planning applications in the parish in the past month.	
42. Parish Documents	10.1 Training and development policy has been updated with the amendments agreed at the last meeting. 10.2 Emergency Plan will be updated following a meeting at 11am on 11th October at the Chairman's house. All parish councillor's welcome.	

	10.3 Action Plan – Cllr. Garrett is working on this and it will be updated in conjunction with the emergency plan to ensure no duplication. Emma Wilson asked if there was a possibility of employing a ‘handy man’ to do odd jobs but the Chairman explained this becomes cumbersome with employment legislation and law.	Clerk to add action plan to the next agenda
43. Parish Matters	a. Victoria Field – The Chairman hopes that by the November meeting full funding will be known in order to make decisions and start purchasing items. Councillors looked at the list of items and unanimously prioritised the following: 1. Children’s play equipment, 2. Seating, 3. Village Sign. The hedge/footpath has already been agreed as this will be funded by the tree council. b. The noticeboard is now up outside the village hall. The Chairman thanked those that helped, and the Vice Chairman thanked the Chairman. Cllr. Eaton commented on the state of the noticeboard at Priory Court and would like a replacement to be considered, maybe through the District Councillor’s Community Budget. To be added to the next agenda. c. The co-option process was discussed and agreed and has since been circulated to councillors. d. The annual insurance renewal is due for renewal on 1st October. There is a slight difference in price compared to last year, to be expected. e. VAR – it was agreed to buy the brackets for the VAR to enable it to be moved around the three posts. The latest VAR report shows that the speed on average is 31mph and the highest recorded speed was 42mph. It was agreed to invite the	Cllr Eaton to send details to the clerk regarding the village sign company to obtain a quote Clerk to circulate insurance paperwork Cllr Garrett to send email correspondence to the clerk so that the brackets can be ordered. Cllr Garrett to make contact with Suffolk Police about attending the parish

	constabulary to come and deter speeders at an agreed time. f. The Track to Priory Court was discussed and Cllr. Eaton requested that the Chairman leave any future correspondence with IBC and other related parties to Allan Sugg, Chairman of The Priory Court Residents Association. The Chairman agreed. g. Meeting dates were discussed for 2022 and agreed as follows: 12th Jan (early to sort out precept), 30th March, 11th May – APM and AGM, 27th July, 28th September, 30th November h. Litter picking is organised for 10am on 16th October. Email out to residents to advise and also put on noticeboards and the facebook page. Cllr Eaton mentioned a company that can send out gloves in return for a promotional picture. i. The clerk is taking over management of the parish council website and has requested a log in from Suffolk Cloud. The clerk recently carried out a website audit – there are quite a few changes to make. j. New residents welcome pack – The question is asked ‘how do we know who new residents are’? We can put information on the noticeboards, website and facebook. Cllr Garrett suggests contacting estate agents.	Clerk to organise delivery for litter picking equipment Cllr Eaton to send the clerk the details for the company providing gloves Clerk and Cllr Leeder to put the database emails into mailerlite so that emails can be sent out regarding the litter pick to those who gave consent Clerk to add precept planning to the November agenda
44. Matters raised by and reports by councillors	Cllr Leeder mentioned the jubilee next year and said the plan is to have a parish picnic on day 4 of the celebrations (the Sunday). There may be a request for a small donation at some point towards some keepsake memorabilia.	

	Cllr Warner highlighted an issue with houses in the parish re-planting hedges beyond their boundaries. This will cause an issue as they grow as visibility will be restricted. Cllr Richardson said that legal proceedings take a long time and it may be best to have a word with those home owners initially.	
45. Public question time	None	