

Nacton Parish Council

Minutes of a meeting of the Parish Council on Wednesday 23 March 2022 starting at 7pm

Present:

Parish Councillors: Cllr. B Hunt (Chairman), Cllr. P Warner (Vice Chair), Cllr. J Leeder, Cllr. R Eaton, Cllr. I Hatfield, Cllr. E Wilson
Mrs C Lucas (Clerk)
Mr. J Liggett

Agenda Item	Context/Discussion	Actions and Decisions
72.Apologies for absence	Apologies received and accepted from Cllr. W Cook and Cllr. D Garrett Apologies received from District Councillors Mick Richardson and Richard Kerry Apologies not received from County Councillor Patti Mulcahy	
73.Declarations of Interest	Cllr Warner declared an interest in item 7.1 regarding Robert Warner – fuel for Victoria Field	
74.Invitation to public to comment on agenda items	None	
75.Minutes and actions of meeting held on 12.01.22	The minutes were unanimously agreed as a true and accurate reflection of the meeting held on 12 th January 2022.	

76. Chairman's update	An update was given on the progress being made with Victoria Field and funding streams. The trim trail is due to be installed on Victoria Field on the 18th of April. The Chairman will discuss organising the first installment of the money with Sarah Shinnie. The Chairman has been in discussion with County Councillor Mulcahy regarding the cycle racks. These are considered 'roadside furniture' and therefore confirmation and approval are needed from Suffolk Highways regarding their placement. The Jubilee Tree has now been planted. Four pupils were invited from Orwell Park School and four pupils were invited from the primary school. The tree has a temporary fence around it until the permanent one arrives. Two chat benches have been delivered – one has been installed at Priory Court and one has been installed in Nacton village. Issues have been raised regarding the pathway along the foreshore between Levington and Nacton as bikes and motorbikes are using the path. Signs that were previously put up have been removed. The new noticeboard for Priory Court has been ordered – awaiting delivery.	<u>Action:</u> Clerk to chase up noticeboard delivery date
77. Reports	Suffolk County Council – none received	

	East Suffolk Council – reports emailed to councillors Tree Warden report – two dead trees have been replaced in Victoria Field Village Hall report – The village hall is now covering its costs rather than losing money like it was during the pandemic. Two projects are being considered – extending the kitchen and removing the stage. Nacton under 5's are the main hirers of the hall and it would be beneficial to them to have more space if the stage was moved as they would be able to accommodate more children. It was discussed that possibly some CIL money could be considered for these projects once firm proposals and costs are known. Mr. Liggett gave the village hall update and then raised a request for support from Nacton parish council for the Ukraine crisis. The proposal is that a house is found in the parish to house a Ukrainian family (to be organised through an independent party) and that costs are funded by households making monthly contributions – initially estimated at £25 per month. An email has been sent to Ben Crossman to see if there is an estate house free that may be suitable. Cllr. Eaton suggested that she could ask about any empty accommodation at Priory Court. Mr. Liggett requested that Nacton Parish Council consider setting up a working party. Cllr Wilson asked why the church is not leading on this? Mr. Liggett replied that Nacton Parish Council represents the whole parish so would be best placed to lead. Cllr. Leeder suggested that Mr Liggett organise a meeting in the village hall inviting the whole of the parish. Cllr. Wilson raised concerns that people are not going to commit to making financial contributions regularly for a long period of time (minimum of 3 years). It was suggested that Mr. Liggett approach the resident's associations at Amberfield and Broke Hall. Discussion ensued around finding a suitable house and that perhaps Ipswich would be a better location as it would be cheaper and they would be part of a more diverse neighbourhood and be able to easily access shops and	<u>Action:</u> Councillors to reflect on the Ukraine housing request and email suggestions around to one another and then make contact with Mr. Liggett
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	amenities. However, if parishioners can see the house nearby they will know where their money is going and possibly be more invested in the scheme. It was agreed for councillors to take some reflection time and then share emails amongst one another and with Mr. Liggett																											
78. Finances	<u>The following payments were all agreed:</u> <table><tr><td>Clerk's salary (February and March)</td><td>£639.60</td></tr><tr><td>Clerk's expenses (£23.55 mileage)</td><td>£23.55</td></tr><tr><td>Eastwood (VAT £520)</td><td>£3120</td></tr><tr><td>The Noticeboard Company (VAT £119)</td><td>£714</td></tr><tr><td>Tress (Quince and Crab Apple)</td><td>£78.48</td></tr><tr><td>Cement for benches</td><td>£23.92</td></tr><tr><td>Temporary fencing (VAT £45)</td><td>£225</td></tr><tr><td>Village Hall 12th January and 23rd March</td><td>£56</td></tr><tr><td>Robert Warner – fuel for Victoria Field</td><td>£300</td></tr><tr><td>Zoom (January, February, March)</td><td>£43.17</td></tr><tr><td>Recycled Furniture (VAT £409.20)</td><td>£2585.20</td></tr><tr><td>Padlock for Victoria Field (VAT £2.00)</td><td>£11.99</td></tr><tr><td>Galvanised tree guards (VAT £34)</td><td>£ 204</td></tr></table> <u>Total £8024.91</u> The clerk's salary increase was agreed upon (making the monthly salary payment £323.70). Cllrs agreed to Cilca training being purchased for the clerk in the new financial year. The internet banking process was agreed (bank account statement to be seen	Clerk's salary (February and March)	£639.60	Clerk's expenses (£23.55 mileage)	£23.55	Eastwood (VAT £520)	£3120	The Noticeboard Company (VAT £119)	£714	Tress (Quince and Crab Apple)	£78.48	Cement for benches	£23.92	Temporary fencing (VAT £45)	£225	Village Hall 12 th January and 23 rd March	£56	Robert Warner – fuel for Victoria Field	£300	Zoom (January, February, March)	£43.17	Recycled Furniture (VAT £409.20)	£2585.20	Padlock for Victoria Field (VAT £2.00)	£11.99	Galvanised tree guards (VAT £34)	£ 204	
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	and signed at every meeting) – process sent to councillors by email. At the next finance advisory group meeting, the clerk will start the process of being added for internet banking. VAT reclaim to be made during April for the last financial year 2021/22 projected to be approx. £1500 CIL money - £782.15 to be spent by 28th April 2022 – to be used on £600 for hedging agreed at the previous meeting plus the bike rack/s. The Chairman discussed the annual payment for fuel and equipment repairs for the lawnmower that is given to Robert Warner. A new system is to be put in place to comply with financial regulations from 1st April 2022 whereby Robert will need to provide receipts, invoices, and dates with an honorarium to be discussed at the last meeting of the financial year, each year. Expenditure for any repairs to equipment is to be agreed upon before any repairs take place. Cllr. Leeder to look at splitting the cost of a new lawnmower with the community council. Cllr. Wilson asked: could some of the remaining grant money for Victoria Field be used for a new lawnmower (maintenance in the context of the wider project) or could some CIL money be used to finance a new lawnmower? The zoom subscription was discussed and all agreed to cancel this.	<u>Action:</u> Clerk to claim back VAT <u>Action:</u> Clerk to ensure that the CIL money process is completed on time <u>Action:</u> Cllr. Hunt to ask whether the grant funding can be used to purchase a lawnmower for maintenance purposes <u>Action:</u> Cllr Hunt to cancel zoom subscription
79. Correspondence	Community Governance review – information sent to councillors to complete if they wish. Sizewell C – update circulated to councillors by email	

	Invitation to town and parish councils workshop – information sent to councillors.	
80.Planning	Planning – two new planning applications have been received and discussion took place. Although the parish council would like to object the precedent has already been set and therefore it is likely that the applications will be permitted. • <u>Two storey extension to both sides and rear of existing two storey detached dwelling plus new single storey detached outbuilding.</u> Palmers Croft Finneys Drift Nacton Ipswich Suffolk IP10 0HF Ref. No: DC/22/0241/FUL Validated: Thu 20 Jan 2022 Status: Awaiting decision • <u>Listed Building Consent - New extension and alteration of Broke Hall Lodge to reconfigure and balance the previous extension to the dwelling; to provide new kitchen and dining facilities, enlarged first-floor bedroom accommodation, new swimming pool and new driveway access.</u> The Lodge Broke Hall Park Nacton IP10 0ES Ref. No: DC/21/5315/LBC Validated: Sat 25 Dec 2021 Status: Permitted • <u>New extension and alteration of Broke Hall Lodge to reconfigure and balance the previous extension to the dwelling; to provide new kitchen and dining facilities, enlarged first-floor bedroom accommodation, new swimming pool and new driveway access.</u> • <u>Variation of Condition 2 of DC/20/3188/FUL - Self build: to convert and expand the existing building Weardale, Mill Piece into two dwellings</u> The Lodge Broke Hall Park Nacton IP10 0ES Ref. No: DC/21/5314/FUL Validated: Thu 25 Nov 2021 Status: Permitted	

	Weardale Mill Piece Nacton Suffolk IP10 0HQ Ref. No: DC/21/4982/VOC Validated: Wed 24 Nov 2021 Status: Awaiting decision	
81.Parish documents	Emergency Plan – Cllr. Cook circulated documents regarding the emergency plan. Discussion: • The composition of the EWG does not include the primary school Priory Court or the vicar (and these should be included). • The telephone tree needs more thought on how messages will be cascaded in an emergency	<u>Action:</u> Emergency Plan to be added to next agenda for further consideration.
82.Parish Matters	Victoria field – update given in Chairman’s report Chat benches – update given in Chairman’s report Parish events – clerk asked for any event information to be sent to her to update the website/Facebook and for publication in the newsletter Website management – updates are ongoing to the website Newsletter – clerk working on this to be sent out before Easter. Bridge – update was given by Cllr. Leeder (and copy sent to councillors by email) regarding a meeting with county councillor Mulcahy and Suffolk Highways discussing the issues of flooding under the bridge which creates access issues into and out of the village. Queen’s Platinum Jubilee oak tree – update given in Chairman’s report	<u>Action:</u> Cllrs to send event information to the clerk for inclusion in the newsletter <u>Action:</u> Printed copies of the newsletter to be received by Cllr. Eaton at Priory Court on Monday 4th April

	Poors Field – no progress made – Cllr. Hunt to chase Lorry Situation – no further forward with discussions at this stage Noticeboard update – update given in Chairman’s report Bike rack – clerk to order Discovering Suffolk Project – QR codes received by Cllr. Hunt and put on the relevant posts. Welcome to Nacton Guide – comments to Cllr Hunt, although it cannot be finished until the emergency plan is complete	Action: Clerk to order bike racks (2)
83. Matters raised by and reports by Councillors	Cllr. Warner asked Cllr. Hunt to send a thank you postcard to Mrs. Crow who assisted when the noticeboard was damaged in the storm. Cllr. Eaton asked why the community council has recently started to be referred to as Nacton village community council? Cllr Leeder explained that this was to differentiate between Nacton village and the part of Ipswich called Nacton.	Action: Cllr Hunt to send thank you postcard
84. Public question time	None	

Date of the next meeting: Wednesday 11th May – APM and AGM