

MINUTES of the MEETING of LEAVENHEATH PARISH COUNCIL held on Wednesday 2nd October 2024 at 7.00 p.m. at Leavenheath Village Hall.

PRESENT: Cllr C Morgan (Chaired the Meeting), Cllrs P Breary, T Taylor and S Whitelaw. D Hattrell (Clerk), County Cllr J Finch and District Cllr L Parker and 2 members of the public attended in person. Although video link was offered, there were no attendees.

PUBLIC FORUM: Nothing was raised.

APOLOGIES: were received and accepted from Cllr P Mortlock (Chair) and Cllrs J Evans and P King.

DECLARATION OF INTEREST: Nothing was declared.

APPROVAL OF MINUTES OF 4th SEPTEMBER 2024: These were accepted as a true record.

MATTERS ARISING FROM THE MINUTES: Nothing was raised.

UPDATES FROM COMMUNITY, ORGANISATIONS AND WARDENS ON URGENT MATTERS:

Reports were provided for the Village Hall, Footpaths, Village Trees, Village Green, Community Woodland and from the Police Website.

Village Hall Report

The Village Hall committee held their AGM in September. Yvonne Roder, Nicky Weston Plumb and Emma Appleby stepped down as planned and all were thanked for their dedication and commitment over the years. They will, of course, be greatly missed. Following a leaflet drop to every household in the village, they were delighted to welcome Abby Simpson and are looking forward to working alongside her.

Sadly, Cllr Paul Mortlock is currently unwell in hospital. Our thoughts are with Paul and his family, we are in regular contact with them. Please bear with us, Paul does an enormous amount in the village, and we are trying our best to cover all bases.

A lot of work has been put into researching new clubs and activities for the hall and updates will be given when confirmed. The committee want to ensure the hall continues to thrive and be used to its maximum potential. If you attend events or hire the hall and feel you could spare a couple of hours of your time your support would be greatly appreciated.

Tree Warden's Report - Nothing was reported.

Footpath Warden's Report - Nothing was reported.

Police Report

Report - July 2024

1 x Possession of weapons on or near Radleys Lane - Under investigation

1 x Burglary on or near Plough Lane - Under investigation

1 x Burglary on or near Stoke By Nayland (SBN) Golf Club - Under investigation

1 x Violence and sexual offence on or near SBN Golf Club - Under investigation

County Cllr J Finch explained that the Policing Team attended the Assington PC Meeting recently and he agreed to forward contact details to the Clerk.

Village Green Report

Cllr P Breary updated the Meeting on the Playground project. Representatives from the District Council (DC) attended a Meeting with the project team recently to discuss the plan. Advice was given to contact the DC Environmental Adviser regarding any noise issues and the siting of the play equipment. A Meeting with the Environmental Officer was arranged for the following day. An initial telephone call with the Officer was not encouraging and Cllr L Parker agreed to follow up. A letter of support was agreed from the Parish Council (PC) in relation to this project – **Action Clerk.**

BABERGH DISTRICT COUNCIL REPORT: District Cllr L Parker attended and reported on the new standardized waste collections. Weekly collections of food waste are proposed and 3 weekly collections of

- paper/card,
- plastic/tins/glass,
- and other general waste in rotation.

The reason for separating the paper from the plastic is that any liquid content contaminates the paper. Concerns have been expressed about the 3 weekly frequency and the future of funds raised at bottle banks.

On another matter, Devolution is no longer happening. The DC CIL monies continue to be distributed to projects in the district.

SUFFOLK COUNTY COUNCIL REPORT: County Cllr J Finch attended and reported that although the Bramford to Twinstead project was approved, local decisions are required in relation to construction and environmental management. Ofsted have published their report on SCC Children's Services as "requires improvement to be good". Seven points for improvement are in progress. A major fire at Great Blakenham in August this year was likely to have been caused by discarded batteries. Waste batteries and electrical items should never be thrown into household waste. People across Suffolk aged between 40 and 74 without pre-existing health conditions are being offered preventative health checks. Parents and Carers can now apply for school places for September 2025. A group buying solar panel scheme is being launched. Two Suffolk Flood Investigation reports in response to Storm Babet are available and the recommendations should reduce the future risk. Virtual Fostering and Adoption Sessions Continue. On local matters he encouraged local monitoring in relation to the National Grid pylon construction. He is also continuing to research the much-needed pavement clearance along the A134.

URGENT HIGHWAYS SAFETY MATTERS: A quote has been requested for the A134 pavement clearance. The contractor expressed concern that this has been left by Suffolk Highways and was going to contact them. The question of the bollards being hit outside Blackthorn Lodge on Stoke Road is being investigated further. The principle of considering structures marking gateways into the Village was discussed. This followed a suggestion from a resident. Following discussion, it was resolved not to pursue Village Gateways as there are other more pressing priorities, however,

we will seek a quote to cut back the vegetation obstructing the current signage at the village entrances – **Action Clerk.**

LOCKS LANE RESTRICTED BYWAY: The Chair explained an approach made by a resident regarding Locks Lane Restricted byway signage. County Cllr J Finch agreed to follow up and the Clerk agreed to resend the residents email to him for this purpose – **Action Cllr J Finch and Clerk.** County Cllr J Finch took the opportunity to express thanks for all our Chairman, Paul Mortlock, does for the Village. He will see if he can visit Paul in hospital to wish him well personally.

LEAVENHEATH EVENTS: There was nothing to report.

CORRESPONDENCE: On-going correspondence was noted by the meeting.

FINANCE: The Bank Balances as of 27th September 2024 were £17,990.14 in the Community Account and £52474.25 in the Rate Reward Account making a total of £70,464.39. The 2nd Installment of the Precept had been received at £10,438.00 and Bank Interest of £195.51.

The following pre-agreed payments were made: -

Cheque No.	Amount	Payee	Details
<u>At 2nd October</u>			
Funds Transfer	1015.43	Clerk/HMRC/SCC	Staffing costs
Funds Transfer	1033.20	Tree & Lawn Co	V Green Maintenance
Funds Transfer	66.00	Leavenheath Village Hall	Hall hire

Review of Risk Assessment Policy

This had been reviewed and circulated ahead of the Meeting and it was resolved to adopt this policy.

Half Year Budget Review

The document had been circulated ahead of the Meeting and the financial position was noted by the Meeting.

Outstanding Internal Audit Recommendations

The Financial Regulations and Standing Orders will be reviewed by the Clerk and Cllr S Whitelaw respectively and circulated ahead of the November 2024 Meeting – **Agenda item – Action Clerk.** The Conclusion of the External Audit form is on the Website. The quarterly budget reviews are on-going and up to date. We still need to tailor our Model Publication Scheme and to review the Local Transparency Code 2015. These should be reviewed during this Financial Year. Cllr S Whitelaw has agreed to review both documents and should advise when ready to go back on the agenda – **Action Cllr S Whitelaw.**

Any Other Urgent financial matters

Nothing was raised.

IDEAS TO IMPROVE THE VILLAGE: Nothing was raised.

MAINTENANCE OF VILLAGE ASSETS: Cllr P Breary reviewed and made minor corrections to the Asset Register for the Year Ending March 2024. The Clerk now needs to update the document

with the corrections add any new purchases in this financial year before concluding the Asset Register for Year Ending March 2025 - **Action Clerk.**

REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS: It was noted that under the Suffolk Community Awards 2024, the Clerk had been nominated as Clerk of the Year. Whilst the nomination was not successful, the Clerk was thankful for being thought of.

The meeting closed at **8.40 p.m.**

Planning Meeting on 2nd October 2024

The following Planning Decisions were advised from the Planning Authority: -

- 1) Consent was granted for works to protected trees at 10 Sweet Briar Close, Leavenheath - **DC/24/03566.**
- 2) Planning Permission was granted to extend the cart lodge and driveway at Greens farmhouse, High Road - **DC/24/02419.**
- 3) Any other urgent Planning items including the Vehicle Activated Signage **VAS** - condition of The Lion Development.

The Clerk confirmed she had written to the relevant homeowner near the proposed location for the southbound VAS pole. It was agreed to send a reminder. A further letter was agreed to the owners of Honey Hall for the siting of the northbound pole - **Action Clerk.**