



ERISWELL PARISH COUNCIL

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MINUTES of the ERISWELL PARISH COUNCIL MEETING HELD in the READING ROOMS, ERISWELL on TUESDAY DECEMBER 3rd 2019 at 7.00pm.

Present:

Cllr A. Bibbey (Vice Chairman)

Cllr Z. Eaton

Cllr M. Keles

Cllr B. Thomas

Cllr J. Seane

In attendance: Wg. Cdr. J. Turnbull, N. Glading, Parish clerk and 4 members of the public

Cllr A. Bibbey presided

40. RECORDING OF MEETING

Clerk to record, for minutes only.

41. APOLOGIES FOR ABSENCE

a) Apologies for absence were received from Cllr L. Hall (Chairman)

b) The Councillors consented to accept the apologies received.

42. DECLARATIONS OF INTEREST

None

43. PUBLIC PARTICIPATION

Question about bus charges. Suffolk County Council have withdrawn funding for the service. Cllr Noble was not present to ask about this; clerk has asked for a meeting to discuss various issues.

44. UPDATES FROM COUNTY and DISTRICT COUNCILLORS

a) Update from Wg. Cdr. Jamie Turnbull

1. Speaking with Colonel Everhart about the security issue.
2. There is a meeting on Friday to discuss the problem of delivery vans parking
3. Apologies for the increased traffic due to road closure; this will end on Friday
4. Reminder to residents this Christmas: regarding drones. The law is that machines over 250grams must be registered with the CAA: the area is in any case a no-fly zone. Clerk to inform community page.

Wg. Cdr. Turnbull expressed his festive good wishes to the Parish council meeting.

b) To receive an update from C/Cllr Colin Noble (C/Cllr Noble was not present)

c) To receive an update from D/Cllr Gathercole / D/Cllr Frost (D/Cllr Gathercole / D/Cllr Frost were not present)

45. MINUTES OF THE PARISH COUNCIL MEETING held on 12th NOVEMBER 2019

a) It was unanimously **AGREED** that the minutes of the Parish Council meeting held on 12th November 2019 were a true record and the Chair authorised to sign the same.

b) Business remaining from previous meeting.

46. **CO-OPTION OF NEW COUNCIL MEMBERS**

- a) No additional Parish council members came forward

47. **MATTERS RELATING TO PLANNING FOR ERISWELL**

- a) The Tree Preservation Order- TPO/009(2019) was **NOTED**
b) Planning Application No: DC/19/2320/FUL Consultation Period Expires: 19 December 2019
PROPOSAL: Planning Application - Single storey extension to warehouse/sorting office
LOCATION: Building 1025 Post Office, Raf Lakenheath, Brandon Road, Lakenheath, Suffolk, IP27 9PN
APPLICANT: Secretary of State for Defence Secretary of State for Defence.
The councillors discussed the applicant and unanimously **AGREED NO COMMENT**. Clerk to inform.

48. **STREET LIGHTING- SERVICE AGREEMENT and EPC/SCC RESPONSIBILITIES**

- a) Outages and repair of G39 issue units: The 414 outage was reported in October. It has now been confirmed that repairs cannot be made immediately as this is one of the units with a 'G39 issue'.

G39 issue, explanation

There are electrical cables within 2 metres of the unit, which means that working on it is deemed to be unsafe: whilst this was acceptable about 20 years ago when the unit was installed, obviously this is no longer the case. Work is required from UK Power Networks to alleviate the problem before Suffolk Highways can carry out remedial work. There are several units with G39 issues at Eriswell village.

SCC have now agreed to a full scheme to upgrade all the lights on the bend in Eriswell (including 414) to LED units, thus requiring little or no maintenance. The column which was destroyed by a road traffic accident (416) will be completely replaced. This is a big undertaking; UK Power Networks envisage start date week commencing 16th December.

Traffic management will need to be in place. The road may have to be closed.

- c) EPC list of streetlights is attached at Appendix 1. The EPC/ SCC Service Agreement has been requested from Suffolk County Council Highways department.

- c) Adoption of streetlights at Lords Walk/ Earlsfield: this is a long term initiative, to be discussed with the County Councillor.

49. **CLERKS REPORT**

- a) To receive the Clerks report and in particular:
- (i) Action under delegated powers: purchase of protective gloves see minute 52 a) (i)
 - (ii) Clerk has been monitoring the car park at the Lords Walk/Earlsfield shops; it was agreed that the situation has improved.
 - (iii) "Fair Price Rentals" car that has been parked at Lords Walk/ Earlsfield although this may be deemed unsightly, it is not something the parish council can take action on
 - (iv) Clerk has written to all the shops to ask for a donation towards rubbish bins- no replies so far. Rubbish/ dog bins. Councillors to confirm positioning.
 - (v) Councillors were advised by previous Chair that it would not be prudent to reposition the Noticeboard at B1112/ Eriswell road to Lords Walk/ Earlsfield as the people at Sparkes Farm read it.
 - (vi) Clerk to investigate the impassable public footpath that commences at no. 10.
 - (vii) Cllr Bibbey to speak to the Village Hall Management Committee about potential renovations
 - (viii) Suffolk County Council Highways have been contacted about the placement of the SID Poles
 - (ix) Clerk has a projector to allow showing of plans going forward, if required.
 - (x) The protective gloves for rubbish collection were given to the previous Chair.
 - (xi) Online banking situation: under review.

50. CHAIRS ITINERARY and REPORTS

- a) Chairs report: the reply from Elveden Estates (connecting footpath) was **NOTED**
- b) Councillors reports: Cllr Seles reported that the green areas at Lords Walk are not looked after. The current owner company is in Luxembourg and has not replied to a solicitor's letter. Cllr Seles has examined her title plan and there is no stated obligation to upkeep the green areas. Clerk to source 3 quotations for the work, to include cutting and weed removal.

51. COUNCILLORS TRAINING

- a) Confirmation of dates for the training have not yet been received from SALC. Clerk to chase.

52. FINANCE/ AUTHORISATION OF PAYMENTS/ DONATIONS

a) Finance

- (i) The itemised expenditure/ invoices for payment listed below were unanimously **AGREED** and signatories authorised to sign the cheques:

	Total Payment	VAT
1. Protective gloves for litter picking (Screwfix)	£6.39	£1.06
2. Stationery	£8.25	£1.38

- (ii) No further invoices for payment.
- (iii) Request for a donation from St Marys Parochial Church Council was **NOTED**.
- (iv) Awaiting Lloyds bank mandate to change Lloyds bank contact to new clerk.
- (v) Councillors unanimously **AGREED** to authorise the reply to the Pensions Regulator and letter to clerk.

53. BUDGET AND PRECEPT 2020/2021

- a) The draft budget breakdown 2020/2021 was unanimously **AGREED** (Appendix 2)
- b) It was unanimously **RESOLVED** to authorise the Chair to sign the Precept Request Form 2020/2021

54. DATE AND FORMAT 2020 ANNUAL ASSEMBLY

- a) The date, format and budget for the 2020 Annual Assembly- item **DEFERRED** until January meeting

55. EXCHANGE OF INFORMATION

- a) To exchange any relevant information at the discretion of the Chairman
- (i) **NOTED:** letter received from the Reading Rooms Management Committee Treasurer confirming hiring charges as £80 pa.

56. MATTERS UNDER EXEMPTION: None



Unit Location
No

Unit Bill Maint Lamp
Type Item Costs Type

Lamp Energy
Watts Costs

ControlProgramDesc

G39 Ht Material Regime

ERISWELL

LITTLE LONDON

0008	ON EEB POLE NO. 23	L	1300 4P 05	Yes	MBFU80-SG	80	Yes	All Night 70/35 Lux	No	5	WOOD	999
0009	O/S NO. 120	L	1300 4P 05	Yes	SONT70-LF	70	Yes	All Night 70/35 Lux	No	5	STEEL	999
0010	G39 O/S NO. 97	L	1300 03 05	Yes	MBFU80-SG	80	Yes	Thermal PECU 55/138	Yes	5	WOOD	412
0011	G39 ON EEB POLE NO. 29 O/S NO. 49	L	1300 03 05	Yes	MBFU80-SG	80	Yes	Thermal PECU 55/138	Yes	5	WOOD	412

THE STREET

0015	ON EEB POLE NO. 17 O/S CHAMBERLAINS FA	L	1300 4P 05	Yes	MBFU80-SG	80	Yes	All Night 70/35 Lux	No	5	WOOD	999
0016	G39 ON EEB POLE NO. 8A	L	1300 4P 05	Yes	MBFU80-SG	80	Yes	All Night 70/35 Lux	Yes	5	WOOD	999
0017	ON EEB POLE NO. 6A	L	1300 4P 05	Yes	MBFU80-SG	80	Yes	All Night 70/35 Lux	No	5	WOOD	999
0018	ON EEB POLE NO. 4A	L	1300 4P 05	Yes	MBFU80-SG	80	Yes	All Night 70/35 Lux	No	5	WOOD	999
0434	DOWN TRACK TO CHURCH FARM - APPROX 30M	L	1300 4P 05	Yes	MBFU80-SG	80	Yes	All Night 70/35 Lux	No	5	WOOD	999

LITTLE ERISWELL

THE ROEBUCK

0031	ON EEB POLE NO. 34	L	1300 4P 05	Yes	SONT70-SG	70	Yes	All Night 70/35 Lux	No	5	WOOD	999
0032	ON EEB POLE NO. 30	L	1300 4P 05	Yes	SONT70-SG	70	Yes	All Night 70/35 Lux	No	5	WOOD	999
0034	ON EEB POLE NO. 32	L	1300 4P 05	Yes	SONT70-SG	70	Yes	All Night 70/35 Lux	No	5	WOOD	999

Number Of Units	Bill Item Code	Bill Item Code Description	Total No Of Lamps	Lamp Type	Qty.
2	1300 03 05	Street Light =<6m - Non LED	12	MBFU80-SG	8
10	1300 4P 05	Street Light =<6m - Non LED - Telensa		SON70-SG	1
				SONT70-LF	1
				SONT70-SG	2

Appendix 2

PRECEPT and BUDGET 2020/2021

1. Background

Councillors unanimously agreed at the full council meeting held on 12th November 2019 (Minute 35a) to set the EPC budget at £14,125.00 for the fiscal year 2020/2021.

2. EPC Precept

This will give rise to an increase in precept of 1.99% (just under 2%)

The value of a Band D property will be £42.06, with a tax base of 335.79

This represents an overall rise in Parish Council Tax of £0.82

3. Requesting the precept

Please would councillors consider authorising the Chair to sign the West Suffolk Precept request.

4. Budgets 2020/2021

Please would councillors consider and discuss the projected allocation of expenditure as on the enclosed form.

5. Reserve monies

At the close of the 2019/2020 year, any remaining monies in the Bank account will be transferred to the Reserves account and allocated to specific projects. It is not permitted to hold Reserves unless ring fenced for specific purposes.

Precept Calculation	2019/20	2020/21	Which gives a Parish Band D Council Tax of	Actual increase in sterling	% Increase/Decrease
To set increase @ 2.00%	£13,560.00	£14,125.00	£42.06	£0.82	1.99%
Tax base	£328.78	£335.79			

DRAFT BUDGET 2020/21 to be confirmed by Councillors at the December meeting

Expenditure	2019/20	2020/2021
<u>Electricity</u>		
Supply & Maintenance	£ 1,650.00	£ 1,800.00
Improvements & Repair (G39 Reserve Fund)	£ 1,000.00	£ 2,500.00
Insurance	£ 850.00	£ 716.00
<u>Administration</u>		
Salaries/ wages	£ 4,700.00	£ 4,700.00
Office/ Admin Expenses	£ 100.00	£ 716.00
Website costs	£ 150.00	£ 160.00
Hire of Reading Room	£ 50.00	£ 80.00
Subscriptions & membership fees	£ 180.00	£ 246.00
Election Costs	£ 1,000.00	£ -
Audit Fees	£ 200.00	£ 250.00
ROSPA Inspection	£ 600.00	£ 100.00
<u>Grants/ Donations</u>		
Earlsfield Committee	£ 2,000.00	£ 1,347.00
Eriswell Churchyard Fund	£ 350.00	£ 350.00
Remembrance Sunday Wreath	£ 30.00	£ 60.00
Miscellaneous	£ 100.00	£ 100.00
Training	£ 500.00	£ 500.00
Contingencies	£ 100.00	£ 500.00
TOTALS	£13,560.00	£ 14,125.00

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