



MINUTES OF THE MEETING OF CREETING ST. PETER PARISH COUNCIL
THE CHURCH HALL, THE LANE, CREETING ST. PETER, SUFFOLK, IP6 8QR

Monday 20th November 2023 – 7.30pm

Present:

Cllr. Valladares (Chair)
Cllr. Jardine
Cllr. Bridges

Cllr. Mason
Cllr. Singh (Vice-Chair)

Also in attendance was the Parish Clerk and one (1) member of the public.

052. APOLOGIES AND ACCEPTANCE FOR ABSENCE

All were in attendance.

053. DECLARATIONS OF INTEREST AND DISPENSATIONS

None.

054. TO RECEIVE APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18th SEPTEMBER 2023 FROM THOSE MEMBERS PRESENT AT THE MEETING

It was **RESOLVED** to adopt the minutes from the meetings on the 18th September 2023. All in favour.

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Dated:.....

055. PUBLIC PARTICIPATION

None.

056a. REPORT FROM THE CHAIR

Cllr. Valladares had nothing to report at this time.

057b. REPORT FROM THE VICE-CHAIR

Cllr. Singh had nothing to report at this time.

058. REPORT FROM COUNTY COUNCILLOR

County Cllr. K. Welham invited questions on his October and November reports and asked if the frequency of sending reports was still suitable, it was agreed that this should continue on a monthly basis. It was also reported that the footpath to Gateway 14 had been significantly changed and it was asked if the owner of the footpath could be contacted to maintain this, possibly with S.106 funding from the developer. It was admitted that relations between all parties were strained.

All those present were also encouraged to submit their responses to the Suffolk Library Service provision consultation.

It was also noted that s.106 funding would be available for projects, which would be covered later in the agenda.

The Special Educational Needs Inspection was also now complete and an outcome would be expected in six weeks time.

Finally, it was reported that a road sign replacement service was available and it was thought that the sign at the bottom of Pound Road, pointing up and the one at Stowupland needed to be replaced, Cllr. Singh agreed to report this on the online portal and also let C Cllr. Welham know.

059. REPORT FROM DESIGNATED DISTRICT COUNCILLOR

District Cllr. T. Lawrence and Cllr. R. Piper were not in attendance but written reports previously circulated were **NOTED**. This included information on flooding, solar and low carbon energy, sustainable transport, home insulation, Council housing repairs and locality awards.

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060. FINANCIAL MATTERS 2023/4

060.1 Confirmation of Bank Balances (19th October 2023)

060.1.1 Current Account (£4,887.70)

The balance was confirmed as being correct.

060.1.2 Play Area Reserve (£4,647.65)

The balance was confirmed as being correct.

060.1.3 Fen Alder Reserve (£2,787.77)

The balance was confirmed as being correct.

060.1.4 Lottery Account (£3,742.33)

The balance was confirmed as being correct.

060.1.5 General Reserve (£2,770.70)

The balance was confirmed as being correct.

060.2 Bank Account Receipts

060.2.1 HMRC VAT Refund (2021/2) (2/2) (£78.11) (6 July 2023)

The above amount was confirmed as being received.

060.2.2 Reserve Bank Interest (£37.27)(4 September 2023)

The above amount was confirmed as being received.

060.2.3 MSDC Precept (2023/4) (2/2) (£2, 860.00) (11 September)

The above amount was confirmed as being received.

060.2.4 EPC Wayleave Payment (2023/4) (£24.96) (4 October 2023)

The above amount was confirmed as being received.

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060.3 Review of Receipts/Budget & Payments/Budget reports (19 October 2023)

The report was discussed and **APPROVED**.

060.4 Review & approval of bank reconciliation (19 October 2023)

The report was **NOTED** and **APPROVED**. Cllr. Valladares signed the appropriate document.

060.5 Provision of outstanding Barclays KYC information & risk of closure of accounts

Cllr. Valladares reported on a recent confusion with the bank which had threatened closure of the accounts, he had now spoken to the Parish Council team so the Council can be registered as a Parish Council and not a Club/Society. This process is ongoing and there will be an update at the next meeting.

060.6 Consideration of backdated Local Government pay claim (2023/4) (1 April 2023)

Cllr. Valladares reported on the new pay points which has recently been agreed at a national level. It was **AGREED** to adopt the new pay points and pay the Parish Clerk and Responsible Financial Officer appropriately, all in favour.

060.7 Signing & posting of cheques for previously approved payments (17 July 2023)

060.7.1 (No. 13) East Suffolk Internal Drainage Board (Drainage Rates 2023/4) (£2.99)

The payment was approved and the cheque signed by Cllrs. Mason and Valladares.

060.7.2 (No.14) Suffolk Association of Local Councils (Internal Audit 2022/3) (£202/80)

The payment was approved and the cheque signed by Cllrs. Mason and Valladares.

060.8 Review and approval of payments & rotation of online preparer/authorisers

It was **AGREED** to make the payments detailed on the report, Cllrs. Valladares and Mason were authorised to make the online payments, all in favour. It was also

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AGREED that all Councillors would be set up as online signatories and the Clerk would present a rotation schedule at the January meeting.

060.9 Review & Approval of budget, precept & reserves

The budget was considered and it was **AGREED** to **ADOPT** the 2024/5 Budget, all in favour. This represented expected expenditure of £7,550 and expected income of £6,548 and a precept request of £6,902. The Parish Clerk, Chair and Responsible Financial Officer were granted authority to sign and return the precept request form to Mid Suffolk District Council.

Reserves were also agreed, all in favour, at the following levels:

Play Area	£4,716
Village Lottery	£3,815
Fen Alder Carr Nature Reserve	£2,865
Elections	£1,000
General	£2,094
Total	£14,489

061. GENERAL MATTERS

061.1 To discuss purchasing GDPR compliant email addresses after auditor recommendations

It was **AGREED** to defer this decision for a period of one year, all in favour.

061.2 Update on SAM camera purchase

It was **AGREED** to delegate authority to Cllr. Singh to approach nearby residents to consult with them about the installation of the camera. It was also **AGREED** to request options for purchase to be placed on the agenda for the January meeting with a view to approving the expenditure, a report to be prepared by the Parish Clerk, all in favour.

061.3 Consideration of application for Locality Grants

It was thought that potential projects for s.106 spending and locality grants would be SAM cameras, spending on the Village Hall and the play area. The Parish Clerk and Cllr. Mason would work to bring a proposal to the next meeting with a view to applying. This would cover a climbing frame and slide with measurements being provided by Cllr. Mason.

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061.4 Consideration of voting intentions to NALC Smaller Councils' Committee

It was **AGREED** to delegate authority to Cllr. Valladares to vote on the Council's behalf.

061.5 To note the letter from Suffolk County Council regarding streetlighting

The letter detailing a change in service provision was **NOTED**.

061.6 To discuss and adopt the Civility and Respect Pledge

It was **AGREED** to sign up to the pledge, all in favour.

062. PLANNING MATTERS

062.1 Sherbourne Cottage, The Lane DC/23/05261

The application was considered and it was **RESOLVED** to unanimously **SUPPORT**.

063. TO RECEIVE REPORTS FROM PORTFOLIO HOLDERS

063.1 Play Areas

Nothing further for meeting.

063.2 Highways Issues

It was reported that there were still issues with speeding through the village, it was hoped that the installation of a SAM camera would partially address this.

063.3 Footpaths

Cllr. Jardine reported that there had been a general improvement at the Poundland site with little evidence of working outside permitted working hours. Lights were now going off at 6.30pm which means the dark sky gives a huge improvement to amenity and wildlife, although there is still a problem with lighting being on a timer which gives inconsistent results.

There are still problems with the river path following the floods, but all are now reported via the online reporting tool with Suffolk County Council. A small team from the village did a fantastic job of cleaning up of the meadows which are now not

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grazed or cut and are now overgrown. This has been taken up with Kevin Verlander who is attempting to contact the landlower, these routes would be placed on the cutting schedule for next year.

Arable cross-field paths are looking fine with low crops in the ground and there has been a change of ownership at Creeting Hall Farm and a split in land.

Finally the s.106 Gateway 14 bridge has been slower than hoped with the landowner not agreeing to extend the width of the path.

063.4 Defibrillator

Nothing for meeting

063.5 Gateway 14

Cllr. Bridges took questions on his previously circulated and published report which covered a presentation from the developers and updates on the programmes, construction, occupiers, Plot 2000, the Skills and Innovation Centre, park management and a large question and answer session. The whole report is available on the Parish Council website.

063.6 Streetlights

Nothing for meeting.

063.7 Norwich to Tilbury Consultation

Nothing for meeting, but all present were reminded of a meeting regarding this matter to be held on 20th January 2024 at 11am at Offton & Willisham.

064. EXCHANGE OF INFORMATION

Cllr. Mason reported on flooding on The Lane which was due to blockages in between drains and not the drains themselves which was much more difficult to rectify.

Cllr. Mason also reported on BT bringing fibre option cables to the village.

Cllr. Mason also reported on the speed bumps on Mill Lane and who might own them. It was asked if they were subject to planning conditions. C Cllr. Welham would look into this.

Cllr. Jardine reported on the temporary use of microlights in the area and the appearance of shephard's huts on Flint Hall land.

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Cllr. Valladares reported on the SALC County Conference which would be on the 29th November 2023.

065. DATE OF NEXT PARISH COUNCIL MEETING

This next meeting of the Parish Council will be on 22nd January 2024 at 7.30pm, in The Church Hall, The Lane.

The meeting then closed at 9.13pm.

Signed:.....

Dated:.....