



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

**Monday 23<sup>rd</sup> January 2023 – 7.30pm**

Present:

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

Cllr. Mason  
Cllr. Singh

Also in attendance was the Parish Clerk, Responsible Financial Officer, D Cllr. Norris, C Cllr. Welham and one member of the public.

**033. APOLOGIES AND ACCEPTANCE FOR ABSENCE**

All were in attendance.

**034. DECLARATIONS OF INTEREST AND DISPENSATIONS**

None.

**035. TO RECEIVE APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 23<sup>rd</sup> NOVEMBER 2022 FROM THOSE MEMBERS PRESENT AT THE MEETING**

It was **RESOLVED** to adopt the minutes from the meeting on the 23<sup>rd</sup> November 2022. All in favour.

Signed: 

Dated: 20.3.2023

**036. PUBLIC PARTICIPATION**

One member of the public commented on the Poundfield site lighting scheme, it was reported that whilst the lights were extremely bright when used there was assurances given that no member of staff should be on site before 6am.

**037a. REPORT FROM THE CHAIR**

Cllr. Valladares had nothing to report at this stage.

**037b. REPORT FROM THE VICE-CHAIR**

Cllr. Jardine had nothing to report at this stage.

**038. REPORT FROM COUNTY COUNCILLOR**

County Cllr. K. Welham reported on many items including devolution of powers from central government, the December Full Council meeting, the upcoming Cabinet meeting, the updates to the County Council website, support for Ukranian refugees and closures and upgrading of the A14.

Also reported was the ongoing budget process which sought to address a social care shortage both from a financial and staffing perspective.

It was also stated that the work on potholes along Middleton Lane and Pound Lane might lead to diversions as the problems which involved the road sloping dangerously were inspected by highways engineers.

**039. REPORT FROM DESIGNATED DISTRICT COUNCILLOR**

District Cllr. M. Norris reported that he still had some Locality Budget monies to be allocated and that the Parish Council should be mindful of any projects they may have in mind before the end of the financial year.

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Dated: 20.3.2023 .....

**040. FINANCIAL MATTERS 2022/3**

The Responsible Financial Officer gave a verbal report on balances with supporting paperwork.

**040.1 Confirmation of Bank Balances (31<sup>st</sup> December 2022)**

**040.1.1 Current Account (£8,549.12)**

The balance was confirmed as being correct.

**040.1.2 Play Area Reserve (£4,682.22)**

The balance was confirmed as being correct.

**040.1.3 Fen Alder Reserve (£2,771.09)**

The balance was confirmed as being correct.

**040.1.4 Lottery Account (£3,719.94)**

The balance was confirmed as being correct.

**40.1.5 General Reserve (£2,754.13)**

The balance was confirmed as being correct.

**041.2 Confirmation of Bank Account Receipts (1<sup>st</sup> November to 31<sup>st</sup> December 2022)**

**041.2.1 Bank Account Interest (£5.62 – 31 December 2022)**

The above amount was confirmed as being received.

**041.3 Review of Receipts and Payments Report (31 December 2022)**

The document was discussed and it was **AGREED** to **APPROVE** the figures as presented, all in favour.

**041.4 Review & Approval of Bank Reconciliation (31 December 2022)**

The document was discussed and it was **AGREED** to **APPROVE** the figures as

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Dated:.....20.3.2023.....

presented, all in favour. Cllr. Singh signed the appropriate documents.

#### **041.5 Authorisation of Payments**

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

#### **041.6 Review of Internal Control Checklist & Lead Appointment**

It was **AGREED** to appoint Cllr. Singh as the lead Councillor on this important piece of work, the Responsible Financial Officer and Cllr. Singh were authorised to work through the checklist and report back to the March meeting of the Council.

#### **041.7 Change of Barclays Bank Correspondence Address**

It was **AGREED** that as the Responsible Financial Officer has no access to the account, Cllr. Valladeres was asked to submit the address change amendment to the bank to change the correspondence address to that of the Responsible Financial Officer and the address was provided, all in favour.

### **042. FINANCIAL MATTERS 2023/4**

#### **042.1 Signing of Precept Request Form 2023/4**

The Chair and Clerk signed the form for the precept request of £5,720. The Clerk was also authorised to submit the form to Babergh and Mid Suffolk District Council as appropriate.

### **043. GENERAL MATTERS**

#### **043.1 To consider the draft action sheet**

The Parish Clerk reported on the process of completing the action sheet which involved reviewing the last few years minutes and agendas to bring out the action points.

A line by line review then took place when updates were given from those Councillors involved.

It was then **AGREED** to **ADOPT** the Action Sheet and to present it to the March meeting of the Council.

#### **043.2 To agree the grass cutting contract**

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Dated: 20.3.2023 .....

The quote for £297 (exc. VAT) was **ACCEPTED**, all in favour.

**044. PLANNING MATTERS**

No applications

**045. TO RECEIVE REPORTS FROM PORTFOLIO HOLDERS**

Cllr. Jardine reported that the footpaths were mainly clear, with some styles and boards broken and reported to Suffolk County Council.

The Poundfield lights were now all on automatic timers with no activity before 6am and after 6.30pm Monday to Friday with no activity on the weekends. The anomalies which had been reported before were due to different circuits being used, but this was now rectified. Work was also continuing on the landscaping of the bottom field, a company had been appointed but a schedule had not yet been agreed. It was requested that any concerns be forwarded to the planning enforcement case on the district council website.

Cllr. Mason reported that the defibrillator was now functioning, but that an inspection was needed at the play area for safety purposes.

Cllr. Valladeres reported that all work was now completed on the street lights, but the bill was not yet forthcoming.

It was also reported that the Connecting Communities organisation was offering a service to transport the socially isolated to doctor and dentist appointments. The details of this will be posted on the Parish Council website.

Cllr. Singh reported on the speed survey which had been completed and indicates that 85% of the vehicles were travelling at 24mph or less. However there had been more complaints at the entrance and exit to the village away from there the survey took place.

Cllr. Mason wondered if a 30mph limit would be needed which would be enforceable; but conceded that many people may ignore this in any case and enforcement officers would not be permanently available. He also stated that rumble strips or speed bumps would be noisy.

C Cllr. Welham commented that a 30mph would not be likely as there were not lights and development on both sides of the road at this point. There would also be problems with engineering work and access to tractors. It was also reported that

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Dated:.....20.3.2023.....

20mph may now be legally enforceable, but in reality this would not be likely to happen.

A possible purchase of a Speed Awareness Monitor was discussed although this would possibly be cost prohibitive.

**046. EXCHANGE OF INFORMATION**

Cllr. Mason reported that a member of the public had issues with the bike track on the field. The Clerk offered to report this to the District Council if the details could be forwarded.

Cllr. Jardine reported that Gateway 14 Residents Group would be meeting on the 28<sup>th</sup> February. Cllr. Bridges was appointed to this group.

**047. DATE OF NEXT PARISH COUNCIL MEETING**

This next meeting of the Parish Council will be on 20<sup>th</sup> March 2023 at 7.30pm, in The Church Hall, The Lane.

The meeting then closed at 9.19pm.

Signed:  .....

Dated: 20.3.2023 .....