

# GREAT FINBOROUGH PARISH COUNCIL

## Minutes of the Parish Council Meeting held on 9th September 2019 in the Pettiward Hall

Present: Cllr Sebastian Reeves (chair) Cllr Peter Turner  
Cllr Simon Waspe. Cllr Norman Vendittelli  
Paula Gladwell – Clerk County Cllr Penny Otton (part)  
0 member of public District Cllr John Matthissen (part)

- 2019/1839 **Apologies for Absence** - Cllr Simon Tarabella, Cllr James Spencer.  
Cllr Dee Dixon - absent
- 2019/1840 **Declarations of Interest in accordance with the council's Code of Conduct and requests for dispensations relating to Discloseable Pecuniary Interests** - None
- 2019/1841 **Minutes of Parish Council Meeting** - It was proposed by Cllr Turner that the minutes of the previous Parish Council Meeting were approved, with all in favour. The Parish Council Meeting minutes of 8th July 2019 were signed as a true record.
- 2019/1842 **District Cllr John Matthissen** – Deferred
- 2019/1843 **County Cllr Penny Otton** – Deferred
- 2019/1844 **Public Participation** – No questions
- 2019/1845 **Clerks Report** - It was confirmed that all councillors have now completed their Register of Interests.  
Speed Gun - It was confirmed that calibration of the speed gun needs to be undertaken every three years, with the police checking the gun annually. Unipar will be asked to issue a reminder in 2021.  
Parked Cars - The situation with inconsiderate parking on the High Road has improved following the newsletter article. Further monitoring will take place with any future issues being reported to Suffolk Police for action.  
SID - New SID has been ordered from Westcotec. Cllr Otton's locality money has been confirmed with Cllr Matthissen's application forms still awaited. The resident promise of funding help has been chased.  
Illegal vehicle access - SCC have confirmed that they are in negotiation with the residents of no. 24 who have challenged the Highways request to reinstate the verge and cease access over the kerb. Regular updates will be sought from SCC legal team on their progress.  
Neighbourhood watch - No clarification available on progress with volunteer co ordinator.
- 2019/1846 **Planning** – There were no MSDC applications to consider.
- 2019/1847 The following MSDC decisions were noted; DC/19/03516 Non Material Amendment, Remove 2 no Velux rooflights and swap the bedroom external door for a window on the annex and move the first floor east elevation window to the right by 1500mm on the main house and the addition of 1 dormer window in bedroom 1, Dutch Dressage, High Road - APPROVED
- 2019/1848 It was noted that no new application had been received regarding amendments to the Pear Tree Place development following observation that the houses were being marketed differently to the approved planning permission. It was agreed that the construction phase and marketing should be closely monitored with consultation requested with MSDC Planning Enforcement.
- 2019/1849 **District Cllr John Matthissen** - Cllr Matthissen gave his report, a copy of which is attached to these minutes.
- 2019/1850 **Finance** – The Finance report for September 2019 was approved.
- 2019/1851 The following payments were approved. Prop Cllr Reeves, Sec Cllr Turner with all in favour, Staff salaries for July & August  
Gipping Press £187.62
- 2019/1852 MSDC bin emptying £510.00 and Elections £104.78
- 2019/1853 Following a review of the asset register and insurance cover it was resolved to accept the renewal quote from CAS and Royal Sun and increase the Sum Insured into the next banding at £10,001 - £20,000 adding the speed gun and the new SID to the list of assets at an annual premium of £246.40 proposed by Cllr Turner with all in favour.
- 2019/1855 It was RESOLVED to approve the attendance of Cllr Dixon on the SALC Cllr course at a cost of £120.00 Proposed Cllr Reeves, sec Cllr Turner with AIF
- 2019/1856 The new bank mandate was signed by those councillors in attendance. Cllrs Dixon and Spencer's signatures will be sought next week in order to submit within the time limit.
- 2019/1857 **To review Internal Controls** - Standing Orders and Financial Regulations together with all policies and procedures were reviewed with amendments made to Financial Regulations. It was

- resolved to approve the reviewed and amended documents. Proposed Cllr Turner, sec Cllr Vendittelli with all in favour.
- 2019/1858 The Risk Assessments were reviewed with no amendments proposed. It was resolved to approve the review of the Risk Assessment, proposed Cllr Turner with all in favour.
- 2019/1859 **Effectiveness of Internal Control** – A review of the effectiveness of councils governing arrangements and systems of internal control was carried out. All controls in place were felt to be effective and no areas for development were identified.
- 2019/1860 **County Cllr Penny Otton** – Cllr Otton gave her report, a copy of which is attached to these minutes.
- 2019/1861 **Correspondence** –There were no comments to tabled correspondence.
- 2019/1862 **Footpaths** –No report from Footpath Warden  
It was noted that a comprehensive review of the footpaths was not yet complete with some paths still needing surveying. Cllr Spencer will be asked to ensure all paths are walked and reported on before next meeting with a list of issues created including how many and where any new signage is needed and where any path on the ground does not match the definitive map.
- 2019/1863 Footpath Map - Copies of the proposed map were circulated with thanks expressed to Cllr Tarabella for his work so far and further consideration of the draft and production of the Footpath Map deferred to the next meeting.
- 2019/1864 It was RESOLVED to send no comments to the Green Access Strategy Consultation at this time.
- 2019/1865 **Litter Picker** - It was agreed that formal thanks to George be undertaken via the Newsletter. All applications received for the vacancy will be considered over the next couple of weeks with further advertising if necessary.
- 2019/1866 **Joint Local Plan Consultation** - Following discussion and perusal of the new policies it was agreed that no comments be submitted to the actual policy wording however concern was expressed that the development boundary had been altered to include the proposed building site at Buxhall Lodge. The planning application for this site has not been granted and was never a site submitted under site specifications. It was agreed that this be highlighted within the consultation process with draft policies LP07 and SP03 referenced to support councils concerns.
- 2019/1867 **SCC Highways Community Self Help** - It was agreed not to enter into the SCC CSH scheme at this time. All volunteers coming forward to help with off highway tasks would be added to our volunteer list in order that they were included in the Parish Council liability insurance.
- 2019/1868 **Loss of Bus Service** - In the absence of Cllr Dixon and with no report received this item was deferred.
- 2019/1869 **White Entrance Gates** - A report from the meeting with Matthew Fox, Community Liaison Engineer from SCC Highways was discussed. It was confirmed that the official route for installing entrance gates via SCC would attract costs of approx £4000 per entrance. Matthew confirmed that as long as installation was in line with SCC recommendations the gates could be purchased and installed by the Parish Council with the probability that costs would be significantly less. It was confirmed that only one side of the carriageway was suitable at all three locations and therefore double gates would not be a possibility at all. It was suggested that a mock up gate be created in order to access the visual effects of one gate and the positioning before further consideration at the next meeting.
- 2019/1870 **Matters to be brought to the attention of the council** – Concerns were expressed at the inconsistent grass cutting this season with only 4 - 5 cuts of the scheduled 12 being carried out so far. The Clerk will write to MSDC with a complaint.  
Community Litter pick agreed for Sunday 17th November 10am start as usual.  
Concerns were expressed regarding the overgrown hedge obstructing the pavement adjacent to Buxhall Lodge on the school triangle. This will be reported.  
Concerns were expressed regarding overhanging tree branches obstructing the pedestrian use of the pavement outside properties along the High Road between Pear Tree Place and Vale View, these will be reported.

Next meeting of the Parish Council - Monday 14th October 2019 at 7.30pm