

# Ashfield cum Thorpe Parish Council

## Minutes of meeting Ashfield cum Thorpe Parish Council held 7.30 p.m.Wednesday,11<sup>th</sup> September, 2019, The Community Hall.

1. Apologies and Approval of Absences.

Present Councillor Hansen, Chairperson, Councillor Hart, Councillor Grimsey, Councillor Whayman, Acting Clerk pending appointment of new clerk.

Apologies received from Councillor Garrett.

Note: Councillor Hansen proposed that as we only meet four times a year to ensure maximum attendance that the dates for the meeting be fixed annually as now but that they have some flexibility depending on councillors commitments. Unanimously agreed.

2. Declarations of Pecuniary or Non-Pecuniary Interests by Members – none declared.

3. Approval of [Minutes of the Previous Meeting on 12 June 2019](#)

Minutes read and approved. Proposed Councillor Grimsey, Seconded Councillor Whayman.

4. Reports by the [District Councillor](#) and [County Councillor](#)

District Councillor did not attend.

County Councillor Matthew Hicks attended, please see report.

He also reassured the council that bus routes 118/119 relative to Ashfield cum Thorpe were not under threat.

5. Contributions by Members of the Public

Members of the public are invited to comment on any agenda item or any other matter concerning them and/or the parish with further comment during the remainder of the meeting only being allowed at the Chair's discretion – **no members of the public present.**

6. Consideration of Planning Applications and Decision Notices

- (a) [MSDC DC/19/03670: Application Received \(Comments Due 12 September 2019\)](#)  
Grove Farmhouse, Grove Lane, Ashfield cum Thorpe, IP14 6LZ

- Listed building consent application. Removal of partition wall to ground floor to create open plan kitchen/dining room. Reinstatement of doorway in between kitchen and hall. Reinstatement of wall between utility room and hall.
- (b) [MSDC DC/19/03703: Application Received \(Comments Due 12 September 2019\)](#)  
Grove Farmhouse, Grove Lane, Ashfield cum Thorpe, IP14 6LZ  
Listed building consent application. Internal alterations including formation of WC on ground floor. Insertion of partition wall to create first floor bathroom, removal of ceiling in master bedroom.
- (c) [MSDC DC/19/02905: Application Granted \(5 August 2019\)](#)  
Grove Farmhouse, Grove Lane, Ashfield cum Thorpe, IP14 6LZ  
Listed building consent application. Removal of decaying and rotten infill in drawing room fireplace and re-build to return it to its original form.

**No formal comments made therefore no response to planning authority necessary.**

## 7. Finance

- (a) Confirmation of Community (£3,240.66) & Premium (£4.63) Balances (31 Aug 2019)  
(b) Review of (i) [Receipts & Budget](#) and (ii) [Payments & Budget \(31 August 2019\)](#)  
(c) Review & Approval of the Council's Bank Reconciliation ( 31 August, 2019).

(a) to (c) Proposed and signed by Councillor Hansen. Seconded Councillor Grimsey. Councillor Grimsey also pointed out that item 8(g) minutes of meeting 12.06.2019., where it was agreed that an invoice for £30 should be paid to Mrs Hansen for "Around Ashfield" had been omitted and not paid. Payment authorised. Proposed Councillor Grimsey and Seconded Councillor Hart.

Note: Cheque raised and signed to be include at (7c) Bank Reconciliation meeting of 11<sup>th</sup> December, 2019.

- (a) Approval & Removal of Former Councillor Signatory from the Council's Bank Accounts

Approved- appropriate form signed Councillor Hansen and Councillor Whayman.

- (b) Appointment of the Council's Effectiveness of Internal Audit Representative.

Deferred to clarify.

- (c) Review & Approval of [Annual Insurance Cover Renewal & Fidelity Guarantee Cover](#)

Councillor Hart raised the issue of cover for defibrillator and cabinet. Believed covered under general items to the value of £5,000. However, will be added to Schedule when serial numbers notified. Proposed Councillor Hart, Seconded Councillor Grimsey. Application Submitted with payment.

- (d) Review of [Payments Presented](#) & Authorisation of Payments by Cheque Signatories

Approved – Proposed Councillor Grimsey, Seconded Councillor Whayman.

## 8. Governance

### (a) Consideration of the Order & Delivery of the Parish Council's Defibrillator Update.

Councillor Hart reported defibrillator and cabinet fitted to outside community hall including illumination at night capability. Mr. Rylan Thomas had been kind enough to fit with no charge to the village so the council wished to pass on a vote of thanks to him. Mr. Hart agreed to check monthly re maintenance. Councillor Hart also reported that a further training session had been arranged for Tuesday, 29<sup>th</sup> October, 2019 in the Community Hall. Priority will be given to new applicants.

### (b) Consideration of the Parish Council's Vehicle Activated Signs Project Update

Councillor Whayman reported that permission had been given for two sites, one each end of the village facing in opposite directions. Health and safety checks have to be completed but it was envisaged they would be in place by Christmas, 2019.

### (c) Consideration of Broadband Performance at Selected Addresses in the Village – discontinued.

### (d) Consideration of a Community Speed Watch Scheme with Worlingworth Parish.

Council supportive, awaiting further information from Worlingworth Parish Council.

### (e) Review of Compliance of Transparency Code & Web Site Requirements (2018/19

Council is compliant.

### (f) Review of Conclusion of External Audit & Noticeboard Requirements (2018/19

Council is compliant.

### (g) Consideration of the Co-Option of Additional Members to the Parish Council

Deferred to meeting 11<sup>th</sup> December, 2019. Councillor Hansen via e mail system to advise re councils achievements for 2019 with a view to encouraging new applicants for the two vacant positions.

### (h) Consideration of GDPR Internal Audit Recommendation by Representative Update

Deferred to next meeting – Councillor Garrett to advise progress.

### (i) Consideration of Web Site Facilities & Email Distribution

Work in progress but with the assistance of Mr Sharpe the e mail system has been replaced with a better system with no expense to the council or village. Mr Sharpe has been thanked for giving his time and expertise relating to this issue.

### (j) Consideration of the Resignation of Ashfield cum Thorpe Parish Council's Clerk

Councillor Whayman has met with Mr Ashton, the outgoing clerk and thanked him for all his endeavours. A handover of council equipment and documents was seamless due to his diligence which enabled next meeting to go ahead. Work is in progress to recruit a new clerk preferably before the December meeting.

**Action** – Councillor Hansen and Councillor Hart will arrange to interview suitable candidates for the vacancy.

## 9. Highways

### (a) Consideration of an Extension to the 30-mph Speed Limit on The Street

Councillor Whayman presented a letter from 9/10 residences that are located between the end of the current restrictions signs in the village to the village boundary just beyond Clowes Corner( the Street) requesting that the Parish Council moves towards achieving an extension of the current 30 mph limit or alternatively introducing a 40 mph limit from the parish boundary leading into the 30 mph limit that currently exists.

Councillor Grimsey who had declined to sign the residents letter undertook to investigate road safety improvements (hedge cutting etc) with Suffolk County Council. These could be implemented regardless of whether any speed limit application was progressed or successful.

Discussions took place and it was agreed that between now and the December meeting Councillor Whayman would prepare a business case to present to the next Parish Council meeting relative to the second option of progressing the 40 mph lead in, which if agreed would then be submitted to Suffolk Highways with a view to generating a meeting between the interested parties. Proposed by Councillor Hart, Seconded by Councillor Hansen.

### (b) Consideration of [Framsden Parish Council's 40-mph Limit on A1120 Update](#)

Awaiting further update as and when appropriate.

### (c) Consideration of Formal Notifications to Land Owners of Footpaths Maintenance

Councillor Whayman advised that he had received complaints from members of public not being able to use Ashfield cum Thorpe footpaths because of maintenance issues by landowners on whose land they cross. As the councils footpath representative Councillor Grimsey acknowledged this had been a difficult year because of oil seed rape and other crops growing over such paths. He had spoken to some land owners without good result. It was suggested that Councillor Grimsey contacted Ms Adams, Suffolk County Council Rights of Way Officer to establish a more formal way forward with this problem. Proposed Councillor Whayman, Seconded Councillor Hart.

**10. Consultations**

- (a) Consideration of [SCC Green Access Strategy Consultation](#) Response (20 Sep 2019)
- (b) Consideration of [SALC Governance Consultation](#) Response (27 September 2019)
- (c) Consideration of [B&MS Joint Local Plan Consultation](#) Response (30 September 2019)

Council agreed to offer no response re consultation documents as listed (a) to (c) above.

**11. Matters for Future Consideration**

**Actions for new Parish Clerk on appointment:-**

- (a) Submission of 2018/2019 VAT return
- (b) SALC to be notified of new clerk details when appointed
- (c) Bank to be advised of new clerk postal address when appointed

**12. Dates of the Next Meetings**

- (a) 11 December 2019 (Agenda Items & Documents Received by 3 December 2019)
- (b) 11 March 2020

12<sup>th</sup> September, 2019.