

MINUTES OF KERSEY PARISH COUNCIL ORDINARY MEETING HELD ON MONDAY 3 FEBRUARY 2020 IN KERSEY VILLAGE HALL AT 7.30 PM

PRESENT

John Hume – Chair, Penny Calnan, Dave Finch, Philippa Harris, Kevin Pratt, 1 member of the public and the Clerk – Sarah Partridge. Leigh Jamieson attended for part of the meeting.

8/20 APOLOGIES – Apologies were received and accepted from Pascoe Gibbons and Andrew Rogers. Apologies were given for Robert Lindsay.

9/20 ACCEPT MEMBERS' DECLARATIONS OF INTEREST – None.

10/20 CONSIDER ANY DISPENSATION REQUESTS FOR PECUNIARY INTERESTS RECEIVED FROM COUNCILLORS – None received.

11/20 REPORTS

Babergh District Councillor – Leigh Jamieson gave his report. It is appended to these minutes. Leigh answered questions from the floor.

Suffolk County Councillor – A report from Robert Lindsay was read. It is appended to these minutes.

12/20 PARISH TIME – It was asked when the new welcome pack would be ready to give to new residents in Kersey. The Clerk and Chair confirmed this was being finalised and would be ready soon.

13/20 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 13 January 2020 were signed and dated as being correct.

14/20 CLERK'S REPORT

Babergh has confirmed receipt of the precept request from the Parish Council. Following delays, Barclays has finally confirmed they have completed updating the bank mandate so the signing arrangements are as agreed at the Annual Meeting. SCC Highways and the Cabinet Holder for Highways have both been in contact regarding the complaint about verge cutting in Kersey last year. They have offered reassurance that all verges, including Cherry Hill, are on the schedule for cutting in 2020. The Clerk has requested specific confirmation of exactly which verges on Cherry Hill are on the schedule to ensure some are not missed, as they have been in recent years. The Clerk has updated the Kersey Community Calendar on the Kersey Website with dates of all the events planned for 2020. If anyone knows of other events then please let the Clerk know so they can be included on the calendar. It is hoped that this calendar will be a helpful resource for all residents and it will help village organisations plan their events so they do not clash.

15/20 CORRESPONDENCE

All correspondence for the Parish Council has been circulated to Councillors. There is only one item to note:

The Chief Executive of Babergh is planning to recommend a full Community Governance Review of all the Parishes and Towns in the Babergh and Mid Suffolk district areas is conducted during 2020. This follows several requests for a review which will provide the opportunity for the District Council to review and make changes to community governance arrangements in their areas to reflect local circumstances, for example, in relation to changes in population or in reaction to specific or local issues.

16/20 FINANCE

a) A copy of the accounts to date and a financial statement, showing bank balances, receipts and payments for approval were tabled by the Clerk; these are appended to the minutes. All payments were approved.

17/20 PLANNING APPLICATIONS

a) Progress

Original application number **DC/19/01295 Appeal Reference: APP/D3505/W/19/3231103**

Linton House, The Street, Kersey, Ipswich Suffolk IP7 6DY

Proposal: Planning Application. Erection of 1 no. single storey two bed dwelling, improvements to vehicular access and alterations to frontage wall following demolition of existing structures in association with Listed Building Consent DC/18/05586. This appeal was dismissed by the planning inspector on 8 January 2020. The Inspector's conclusion was that the proposal would not be detrimental to highway safety and would not lead to harm to protected species. However, it would comprise an inappropriate form of development which would fail to preserve the character of the Kersey Conservation Area or the setting of the listed Linton House. That harm would not be outweighed by the stated public benefits of the scheme.

DC/19/05380 Red House Farm, Wickerstreet Green, Kersey, Ipswich Suffolk IP7 6EY

Proposal: Full Planning Application - Change of use of land to Increase in residential curtilage and the erection of a detached two bay cart lodge as well as additional rooflights to previously approved dwelling. This application has been withdrawn.

b) Planning applications to consider – None received

DC/20/00300 Barn Adjacent To Red House Farm, Wickerstreet Green, Kersey, Suffolk

Proposal: Full Planning Application - Conversion and alterations to agricultural building to form 1 no. dwelling (previously approved under B/17/00974) to include installation of additional roof lights. Erection of cart-lodge (Amendment of that approved under DC/18/01595). This application was received after publishing the agenda and will be considered at the next Parish Council meeting on 2 March 2020.

18/20 FOOTPATH WORKING GROUP - General report

Kevin Pratt reported that the Footpath Working Group would next meet on 24 March at 7.30 at The Bell. The group are looking for new volunteers to help with maintenance of the footpath network in Kersey. The footpath mowers have been serviced by Greens and ready for use. Following the recent heavy rain there was a problem with a footpath in Vale Lane, this has now been cleared. The steps on path 16 are going to need some attention this year as they are getting worn.

19/20 KCPC WORKING GROUP - General Report

Jonathan Marsh sent a report stating there was relatively little to report during this seasonally quiet period for the playground. He is grateful to Will Steed who managed to obtain three quotes for the proposed disabled swing. These will be discussed at their next meeting in February. They expect to have a maintenance day in the Spring before the grass cutting rota starts.

20/20 TO CONSIDER ROAD SAFETY AT THE A1141 CROSSROADS

The Clerk had discussed with the landowner the trees and shrubs on the left of the junction which are reducing visibility for drivers leaving Kersey. It is his intention to cut these back. No action has been taken to date. Councillors felt that improving the visibility splay was the best solution for this dangerous junction. However, this is difficult to achieve due to the high bank and established tree growing on the bank. It was agreed a Councillor will speak to the landowner again about cutting back vegetation and lower branches on the tree. The Clerk of Semer Parish Council had written stating they also have concerns about the speed of traffic on the A1141 at Union Hill. They would like a 40 mph speed limit from Stone Street to the B1115 junction. They had a traffic survey done in October which showed that most traffic was travelling at less than 40mph but approx. 6% was 45mph plus. SCC have said they will not take any action. Semer are writing to SCC to ask for a meeting with SCC as they are unhappy with this lack of action and accountability. They are also copying in our local MP, James Cartlidge. It was agreed to write a joint letter from Kersey and Lindsey PC to SCC Highways highlighting the concerns about road safety at this junction, putting pressure on SCC to take action including improving the current inadequate signage which is faded. This letter will also support Semer

PC's concerns about speeding and road safety on the A1141 at Union Hill. This letter will be copied to our County Councillor, Robert Lindsay and our MP James Cartlidge.

21/20 TO CONSIDER WHETHER KERSEY SHOULD CARRY OUT A HOUSING NEEDS SURVEY

Penny and Philippa had carried out some further research since the meeting in November. They noted that there had been several potential development sites in Kersey put forward to Babergh during the call for sites, all of which had been discounted by Babergh as unsuitable. There are also a number of empty properties in Kersey. It was felt the owners of these properties should be encouraged to carry out restoration works so the houses were habitable and can be available for local people to rent. If this was done it was felt there would be no need for additional new housing in Kersey. There are grants available to landlords to help get empty houses back into use. The Babergh Empty Homes Policy provides interesting reading. The Councillors research suggests that Kersey has a high proportion of low-cost rental homes. Carrying out a Housing Needs Survey would be a significantly time consuming and costly project, approx. £3,00 to £6,000. There is no grant funding for Housing Needs Surveys. Although a Housing Needs Survey would be a useful document it would only be valid for five years and would not become a material planning document. Councillors considered the benefit to the community of carrying out a Housing Needs Survey but agreed that the benefit did not outweigh the significant cost and the fact it would only be valid for five years. For these reasons it was resolved not to carry out a Housing Needs Survey for Kersey.

22/20 TO CONSIDER THE BEST WAYS TO DISSEMINATE INFORMATION TO RESIDENTS

Councillors consider the Newsletter an excellent source of useful information for residents but sometimes there is a need to disseminate information more quickly, such as updates from the Police about recent burglaries. The Chair commented that it was not the role of the Clerk to become a communications officer. There was concern about data protection if alternative ways of disseminating information widely were set up such as email. This is something all Councillors need to be mindful about when using email and forwarding information on. The use of Bcc to protect identities is a useful tool. The use of social media was considered. This would create additional work and would need very regular and constant updating otherwise it would not be a useful service. SCC, BDC and the Police employ communication officers to disseminate information and it was agreed it was better to signpost residents to make use of the public information services such as Police Connect, Suffolk Police, SCC and BDC websites and twitter feeds. This information is signposted for Kersey residents via the Kersey website useful info page. Councillors agreed 'word of mouth' still worked well in a small community like Kersey. The noticeboards are also available for disseminating information.

23/20 TO CONSIDER THE CONCERN OF HGV TRAFFIC TRAVELLING THROUGH WICKERSTREET GREEN

A Councillor was concerned about the impact of the new 'No HGV' sign on one of the roads leading into Boxford. They felt this may increase the HGV traffic travelling through Kersey, including Wickerstreet Green. The particular concern is the large low loaders which travel to a business on Cox Hill in Boxford. They were not concerned by the large vehicles associated with local farming businesses. It was agreed the Clerk will invite the business owner to a Parish Council meeting to discuss the situation.

24/20 SET A DATE FOR THE SPRING LITTER COLLECTION IN MARCH

It was agreed to hold the litter collection on Saturday 29 February 2020. John Hume will co-ordinate the litter collection, those who are unable to help on Saturday 29 February can volunteer to take on an area and to collect the litter on an alternative day. Kersey School will be invited to join in again with this initiative. John Hume will also launch the Kersey Volunteer Group (KVG) with a briefing for all volunteers at The Bell before the litter collection. Anyone interested in joining the KVG should contact John Hume.

25/20 TRAINING

Information about training courses is regularly circulated to all Councillors. Philippa, Pascoe and Dave have all completed the two-day Councillor training at SALC. The Clerk attended a Clerk's networking session at SALC in December.

26/20 REPORT FROM OTHER MEETINGS – None

27/20 FORTHCOMING MEETINGS

Babergh Parish Liaison meeting 5 February, Capel St Mary. The Chair and Clerk are unable to attend, if other Councillors are unable to attend then meeting notes will be obtained.

Police and Parish Forum 12 February at Pinewood Community Hall, Kevin Pratt to attend.

28/20 ANY OTHER BUSINESS – AN OPPORTUNITY FOR COUNCILLORS TO BRING MATTERS TO THE COUNCIL'S ATTENTION

The Chair confirmed that following the concern raised at the last meeting about shooting noises at night he had contacted local landowners who had confirmed they do not have any pigeon scarers operating at night.

A question was asked about when the local Safer Neighbourhood Policing Team would be carrying out speed surveys in Kersey. The Clerk will follow this up.

There being no further business the meeting closed at 9.10pm.

Appended to these minutes are 6 pages:

- Suffolk County Council report from Robert Lindsay
- Babergh District Council report from Leigh Jamieson (2 pages)
- Kersey Parish Council receipts and payments to date (2 pages)
- Kersey Parish Council finance sheet for 3 February 2020

Report for Kersey PC 3.2.20

Robert Lindsay, Suffolk County Councillor

Budget 2020-21

Council precept to rise by 4% (2% general and 2% social care)

This leaves slight surplus for “investment” of £3.5m – available this year only.

- £3.0m – Suffolk 2020 Fund - Investment available for projects related to carbon reduction, carbon offset, road safety, natural environment, built environment, innovation and use of technology. Must have a cabinet member sponsor.

- £0.5m – Highways Investment Fund - Improving road sign and marking visibility, Refreshing road markings along main routes through villages and those supporting sustainable transport options such as cycling in urban areas. Minor repairs and resetting of twisted signs

Citizens Advice – another stay of grace

Rather than remove the Citizen’s Advice grant (currently £0.184m) entirely in 2020-21, as last planned, the Council has committed to provide £0.12m each year for the next three years. Citizen’s Advice will also receive a second year of funding from the CCGs, which equates to an additional £0.184m for 2020-21

First new SEND units announced

In January 2019, Suffolk County Council agreed to provide an additional £45.1m to fund additional school and specialist units for children with Special Educational Needs and Disabilities.

The first 10 specialist units, providing 168 spaces, are due to open in September 2020.

Roadworks – move to a permit system

Highways are proposing to move from April 1st to a system by which utilities must apply to the county for a permit to do roadworks, rather than give notice for roadworks as is currently the case. The main difference is that SCC will be able to charge utilities for the permit and therefore will be able to use the revenue to recruit more staff (16 on top of the 19 already employed by Network Assurance) to better monitor roadworks; ensure they are done in a timely fashion and more easily levy fines when roadworks over run.

District Council Report

2020/21 Budget Summary

Babergh Councillors are to review the 2020/21 budget in the coming weeks. Details can be found on the Council website (<https://www.babergh.gov.uk/news/babergh-councillors-consider-budget-for-202021/>), but the main headlines include –

- **A proposed increase of 3% to council tax** – equivalent to just 10p a week or £5 over the course of a year for a Band D property (increases range from £3.33 per annum for the smallest Band A property to £10 for the largest Band H property)
- **A change to empty property discount**, reducing the period that unoccupied and unfurnished properties pay discounted council tax from three months to 28 days.
- **An increase in long-stay car parking charges from £2 to £3**. However, short-stay parking for up to three hours will remain free at many of our town centre car parks.
- **Council house rents to increase by 2.7% meaning a £2.19 per week increase** for tenants although, even with this increase, rents are still lower than in 2015/6.
- **Sheltered housing tenants also face an increase of £2 a week** on their bills, but their utility payments remain static for another year.
- **No change in the Council Tax Reduction Scheme** that sees poorest residents pay just 5% of their bill
- **Councillors are also considering the introduction of penalties to tackle council tax fraud**, alongside the adoption of a new protocol produced by Citizens Advice and Local Government Association for the collection of council tax arrears, in order to help those in genuine need.

A payment of £1,055k will be received from the New Homes Bonus (NHB) compared with £683k in 2019/20, an increase of £372k. The NHB is due to be phased out by 2023/24. We are moving in right direction to remove reliance on NHB funding and generate a surplus to invest in the district.

Of this £1,055K, £513K is being used to balance the budget and £542K is being used to supplement the transformation fund.

The Housing Revenue account (HRA) is looking healthy with a strategic reserve of £12.7M.

The HRA Capital programme includes –

- Significant investment in new build and acquisition properties - £26.9m up to 2023/24
- Working with Icenl to identify development sites
- £24.3m proposed spend on maintenance and improvement programme to 2023/24

The Cabinet papers were in the public domain from 8th January. Cabinet Draft Budget report is due by 16th January. The budget will then go before Overview and Scrutiny and back to Cabinet before coming to Council on the 26th February.

Enforcement Service Update January/February 2020

- **The Council is currently undertaking a review of its enforcement processes and procedures. Whilst we're undertaking the review, we may take a little longer time than usual to respond to, acknowledge reports received and provide updates**

The intention is to make the way we respond to and investigate allegations reported to us swifter, more efficient and more transparent. During the review the Council will continue to prioritise cases in line with published policy and will ensure that we pursue investigations in a timely way.

The aim is to have this work completed, with revised processes and procedures in place, by the end of March 2020. The council apologises for any inconvenience caused whilst this work is undertaken and would like to thank everyone for their patience.

We would also encourage the use of the online "Report It" form for any new complaints. If the relevant questions are completed, then the support team can create a case without any delay.

Councils' £420k three-year guarantee to support Citizens Advice

- **Councillors at Babergh and Mid Suffolk District Councils gave the go ahead to support Citizens Advice (CA) with more than £420k.**

In Babergh, funds of at least £160,500 for Sudbury and District Citizens Advice were also given the green light over the same three-year period, equating to £53,500 per annum.

It is important to recognise the value of Citizens Advice which, is estimated to have saved £8.1m across Suffolk, and with growing numbers turning to them for help - both councils have agreed a more sustainable funding approach with two three-year funding agreements.

Parking Plan

Under the Suffolk County Council Parking Management Strategy, both councils are required to have a parking policy in place.

The cabinet at Babergh District Council (11 February) will consider their Joint Area Parking Plan, aimed at setting out the key policies to support sustainable parking across the districts.

The aim of the plan is to support economic growth, reduce emissions to support a healthy environment as well as improve road safety, security and health to improve the quality of life for residents by:

- Engaging with and building community capacity
- Supporting community-led solutions to deliver services
- Enabling businesses to thrive
- Developing the local economy of our market towns to prosper
- Maximising use of councils assets and finances sustainably

The plan is not a blueprint to introduce paid parking, nor does it set out parking arrangements for specific areas.

KERSEY PARISH COUNCIL
1 April 2019 - 31 March 2020

Printed on 03/02/2020

RECEIPTS

Date	Credit ref	Detail	Precept	KCPC	Footpath	Other Receipts	VAT	Total Receipts	Sub total
1-Apr-19		Balance brought forward		£ 3,624.61	£ 2,198.20	£ 11,900.68		£ 17,723.49	
15-Apr-19	Direct C	Babergh 50% Precept	£ 3,995.00					£ 3,995.00	£ 21,718.49
2-May-19	bank	Credit for bank error inconvenience				£ 30.00		£ 30.00	£ 21,748.49
3-Jun-19	bank	Bank Interest 4 Mar-2 Jun				£ 9.13		£ 9.13	£ 21,757.62
2-Sep-19	bank	Bank Interest 3 Jun-1 Sep				£ 9.11		£ 9.11	
6-Sep-19	Direct C	SCC - Footpath mowing			£ 364.59			£ 364.59	
9-Sep-19	Direct C	Babergh 50% Precept	£ 3,995.00					£ 3,995.00	£ 26,126.32
6-Nov-19	100110	KCPC Quiz income		£ 1,126.00				£ 1,126.00	
6-Nov-19	101111	KCPC Quiz donation		£ 100.00				£ 100.00	
13-Nov-19	Direct C	HMRC VAT repayment					£ 352.27	£ 352.27	£ 27,704.59
2-Dec-19	bank	Bank Interest 2 Sep-1 Dec				£ 9.56		£ 9.56	
24-Dec-19	Direct C	SCC - Footpath mowing			£ 364.59			£ 364.59	£ 28,078.74
			£ 7,990.00	£ 4,850.61	£ 2,927.38	£ 11,958.48	£ 352.27	£ 28,078.74	

KERSEY PARISH COUNCIL
1 April 2019- 31 March 2020

Printed on 03/02/2020

PAYMENTS

Date	Cheque No	Detail	General Admin	Clerk's Salary & Staff Costs	Training/ external meetings	Street Lighting	KCPC	Footpath	S137	Other Payments	VAT	Total Payments	Sub total
8-Apr-19	101203	c MW Nice Ltd - KCPC					£ 691.80				£ 138.36	£ 830.16	£ 830.16
13-May-19	101204	c Suffolk.cloud - website hosting	£ 100.00									£ 100.00	
13-May-19	101205	c SALC - Annual Subscription	£ 178.87									£ 178.87	
13-May-19	101206	c M Banks - KCPC fencing labour					£ 450.00					£ 450.00	
13-May-19	101207	c S Partridge - Clerk's exp	£ 79.73	£ 14.17							£ 14.56	£ 108.46	
13-May-19	101208	c MW Nice Ltd - KCPC					£ 19.64				£ 3.93	£ 23.57	£ 1,691.06
17-Jun-19	101209	c R&R(S Marsh)-KCPC mower repair					£ 305.17				£ 61.03	£ 366.20	£ 2,057.26
8-Jul-19	101210	c K Pratt - Footpath exp						£ 69.45			£ 13.89	£ 83.34	
8-Jul-19	101211	c V Marsh - Footpath exp						£ 6.68			£ 1.33	£ 8.01	
8-Jul-19	101212	c S Partridge - Home work exp	£ 52.00									£ 52.00	
8-Jul-19	101213	c S Partridge - Clerk's salary		£ 1,196.65								£ 1,196.65	
29-Jul-19	101214	c Babergh - Parish Election costs								£ 732.79		£ 732.79	
29-Jul-19	101215	c R&R Garden M - KCPC mower					£ 61.79				£ 12.36	£ 74.15	£ 4,204.20
9-Sep-19	101216	c Kersey Village Hall - Hire	£ 40.00									£ 40.00	
9-Sep-19	101217	c WJ Green FP mower repair						£ 40.41			£ 8.08	£ 48.49	
9-Sep-19	101218	c S Partridge - Home work exp	£ 52.00									£ 52.00	
9-Sep-19	101219	c S Partridge - Clerk's salary		£ 1,196.65								£ 1,196.65	
9-Sep-19	101220	c Came & Company - insurance								£ 346.73		£ 346.73	
20-Sep-19	DD	d ICO - Data protection fee	£ 35.00									£ 35.00	£ 5,923.07
14-Oct-19	101221	c Playsafety Ltd - RoSPA insp								£ 86.00	£ 17.20	£ 103.20	£ 6,026.27
6-Nov-19	101222	c Kersey Village Hall - KCPC					£ 40.00					£ 40.00	
6-Nov-19	101223	c D Young - KCPC quiz raffle prizes					£ 99.99					£ 99.99	
6-Nov-19	101224	c Lenny's - KCPC quiz food					£ 441.15				£ 88.23	£ 529.38	
6-Nov-19	101225	c Community Heartbeat Trust								£ 126.00		£ 126.00	
6-Nov-19	101226	c St Mary's PCC								£ 420.00		£ 420.00	£ 7,241.64
16-Dec-19	101227	SALC - Cllr training PH,PG,DF			£ 360.00						£ 72.00	£ 432.00	£ 7,673.64
			£ 537.60	£ 2,407.47	£ 360.00	£ -	£ 2,109.54	£ 116.54	£ -	£ 1,711.52	£ 430.97	£ 7,673.64	

**KERSEY PARISH COUNCIL
FINANCE**

Details for Parish Council Meeting, 3 February 2020

Bank Balances At 31 December 2019

Business Premium Account	£19,502.70
Current Account	£1,334.40
	<u>£20,837.10</u>

Transfers between Business Premium and Current account since the last meeting

None

Income received since the last meeting

13-Nov-19	VAT replayment from HMRC	£352.27
02-Dec	Bank interest	£9.56
24-Dec-19	SCC Footpath mowing payment 2nd cut	£364.59
		<u>£726.42</u>

Payments made since the last meeting

<u>Date</u>	<u>Chq no.</u>		
16-Dec	101227	SALC - Councillor training	£432.00

Payments Due

<u>Chq no.</u>		
101228	S Partridge - Clerks Working From Home Expenses	£52.00
101229	S Partridge - Clerk's Salary	£1,196.65
101230	S Partridge - Clerk's Expenses	£41.68
101231	BD Hurren - Deposit for new bench at playground	£133.00
		<u>£1,423.33</u>

Expenditure Agreed

Prepared by the Clerk for Kersey Parish Council