

Alpheton Parish Council Meeting 7th February 2017

Agenda & Correspondence

1. Welcome
2. Apologies
3. Present
4. Declarations of Interest
5. Minutes of November 2016
6. Matters Arising
7. Highways
8. Planning
9. Finance
10. Clerk's Report and Correspondence
11. District and County Councils' Reports.
12. Parish Council Chairman's Report.
13. Any Other Business
14. Date and Time of next meeting.

Correspondence

Finance

1. SALC – Details of the New Sector Led Body for the external Audit arrangements for local Councils. Suffolk's appointed auditor is PKF LITTLEJOHN LLP
2. SALC – In view of the above SALC advise that although in normal circumstances no fee will be payable, we should budget for a limited assurance review as a precautionary measure.
3. The Clerk has received an Acknowledgement of Declaration of Compliance with the Pensions Regulator, (for herself).
4. Suffolk Accident Rescue Service Report and Appeal. Website www.sars999.org.uk
5. Email from Richard Kemp to say that the proposed Babergh DC Council Tax increase will be 3.4% (not 2% as previously indicated).
6. Transparency Code Application Form and Guidance notes. It may be possible to obtain funding for the cost of hosting the documents.
7. SALC – Council Tax referendum principles have **not** been extended to Parish and Town Councils in 2017/18.

Planning

8. Email from Paul Weeks asking the Council to consider writing to Bill Newman at BDC to ask for Alpheton to be elevated to a hinterland village in the updated Local Plan.
9. Notice of Change of Governance for Babergh District Council. (To a Leader-Cabinet form of Governance effective from AGM in May 2017.)
10. Babergh DC – Consultation on Long Melford Neighbourhood Plan Area Designation. Views are sought, consultation period is 13th Jan – 10th Feb. Long Melford Neighbourhood Plan web page.
11. Quantity of correspondence regarding site visit of Chairman, Councillor Maureen Lankester and the Clerk with David Daw, Road Safety Officer (Education) SCC at Bridge Street regarding School Bus Route and Safety.
12. Speeding at Bridge Street. The road has been monitored by the Safety Camera Team. 20% of vehicles have to be observed breaking the speed limit for the speed van to be deployed and prosecute. Unfortunately the average speed was 40.5mph.
13. Changes to Parish Councils Register of Interests, which will now be dealt with by the Support Services Team.
14. Richard Kemp's February Report.
15. Registration required for WWI Beacons of Light ceremonies planned for 11th November 2018.
Glasdon Street Furniture catalogue, Norris and Fisher Insurance, Green Barnes (Notice Boards) leaflet, The Local Councillor.

MINUTES OF A MEETING OF ALPHETON PARISH COUNCIL
HELD AT ALPHETON VILLAGE HALL ON 7th FEBRUARY 2016 AT 7.00 PM

Present; Ken Watkins, (Chairman), Maureen Lankester, Richard Barraclough, Trevor Rix. John Nunn (District Councillor) and Julie Rix the Clerk.

Apologies; Alan Ariss, Richard Kemp, Graham Maskell.

Declarations of Interest; there were none.

The Minutes of November 2016 were signed as correct after one amendment (Under Highways it should read 'The Old Forge' not 'Ford Cottage'). Proposed by Maureen Lankester and seconded by Richard Barraclough.

Matters Arising

Speeding at Bridge Street: The speeds at Bridge Street have been monitored and did not achieve the 20% of vehicles caught breaking the speed limit which is required for the deployment of the speed van. The average speed recorded was 40.5mph. Mr Watkins will ask PCSO Laura Mansell if we could apply for the SIDS at Bridge Street. Mr Nunn also suggested liaising with Long Melford parish over the deployment of their SIDS equipment.

Flood prevention work in Bridge Street: We have had a message from Richard Kemp; William Hyde Parker will not carry out the work, so it would have to be done by voluntary labour. Locality Budget Funding would meet the costs of a digger, but he hasn't had any information on digger costs from people in Bridge Street.

The sunken drain cover has been fixed.

School Bus Route: The Chairman, Councillor Maureen Lankester and the Clerk met with David Daw, Road Safety Officer (Education) SCC at Bridge Street. Mr Daw agreed with their concerns over road safety and the proposed route of the school buses. He put the case for amendments to David Gibbs the Senior Network Planner at Passenger Transport SCC. Mr Gibbs reply is far from satisfactory. He says that the bus referred to is a Chambers Service bus which would have to agree to the change; and re-register the route which would involve fees to the Traffic Commissioners. He is however, willing to ask them. He also says that there are only two pupils at Bridge Street, one of whom will be leaving in six month's time, thus ignoring the children who will progress to this bus as they move up the school system. He also remarked that no parents have commented on this before now, this is refuted as a resident says that they have complained several times. He has organised a stop at 'The Mount' which is safer.

Cat's eyes: these have been re-instated.

Telephone box: There has been no further communication from BT as to whether the box will be taken out of service and removed. We have had no suggestions from outside the council as to what it might be used for if we purchased it. A defibrillator was suggested, but East of England Co-op are no longer funding these. The cost, with the security cabinet, would be around £2,500.

Highways

The road sign which ended up in the river after the road traffic accident was reported by the clerk on 30th November and logged as Report 00156004. The sign is still there (although now under the bridge which is more hazardous) and the Report no longer appears on the SCC Reporting Tool. The Clerk will report again.

Planning

Application B/16/01354 Newman's Lodge, Alpheton
Erection of 4 dwellings and access to highway.

This application has been withdrawn.

The applicant - Paul Weeks - has requested that the Council consider applying to change the status of the village to hinterland village. Basically the district plan divides Babergh into three categories when it comes to residential planning – towns, villages, and countryside. We are in the third category where residential development is much more restricted than in the other categories.

The Council were not able to support this request. The Chairman will inform Mr Weeks.

Finance

SALC – Details of the New Sector Led Body for the external Audit arrangements for local Councils. Suffolk's appointed auditor is PKF LITTLEJOHN LLP

SALC – In view of the above SALC advise that although in normal circumstances no fee will be payable, we should budget for a limited assurance review as a precautionary measure.

The Clerk has received an Acknowledgement of Declaration of Compliance with the Pensions Regulator, (for herself).

Suffolk Accident Rescue Service Report and Appeal. Website www.sars999.org.uk The council will not donate at this time.

Email from Richard Kemp to say that the proposed Babergh DC Council Tax increase will be 3.4% (not 2% as previously indicated).

Transparency Code Application Form and Guidance notes. It offers ways to obtain funding for the cost of hosting the documents. The Chairman and Clerk have looked into this and we do not qualify.

SALC – Council Tax referendum principles have not been extended to Parish and Town Councils in 2017/18.

The following cheques were authorised;

No; 549	£90.00	Mr B Lankester for Grass cutting at Bridge St
No; 550	£26.34	P Watson – Christmas Tree Lights ceremony refreshments
No; 551	£12.00	Alpheton Village Hall – Hire
No; 552	£950.00	G Maskell – Grass cutting Alpheton
No; 553	£967.10	Mrs J Rix – Clerk's half year salary
No; 554	£7.10	Mrs J Rix – Expenses February 2017
No; 555	£132.00	Alpheton & Shimplingthorne PCC Donation

Clerk's Report and Correspondence

Extra correspondence ; The Great British Spring Clean – officially 3-5 March; Free Composting Training at Stowmarket 18th, 19th & 21st March; SALC Planning Conference Mildenhall 2nd March, SCC now have a 'Report a Flood' webpage, www.suffolk.gov.uk/flooding

Species Recovery Conference 28th February – 1st March at Cambridge run by RSPB.

District and County Reports

Mr Kemp although not present sent his Report.

Parish Council Chairman's Report

All covered above.

Any Other Business

There were none.

There being no further business this meeting closed at 7.40pm.

The next meeting will be April 4th 2017 at 7pm.

Alpheton Parish Council Meeting 4th April 2017

Agenda & Correspondence

1. Welcome
2. Apologies
3. Present
4. Declarations of Interest
5. Minutes of February 2017
6. Matters Arising
7. Highways
8. Planning ;
Mill Barn ref B/17/00473
Continued use of Mill Barn for (Class A1) retail use
9. Finance
10. Clerk's Report and Correspondence
11. District and County Councils' Reports.
12. Parish Council Chairman's Report.
13. Any Other Business
14. Date and Time of next meeting.

Correspondence

Finance

1. Invoice for Litter & Dog bin emptying 2016 - £210.26.
2. Correspondence re donation of £132 to Alpheton Parish Magazine.
3. Claim form completed for recycling credits of £98.70.
4. Notification of Section 137 (4) (a) Local Government Act 1972 for 2017-2018 is £7.57.
5. The Clerk has received her P60 and the final return for the year has been submitted to HMRC.
6. Correspondence with SCC regarding two abandoned road signs at Bridge St.
7. Councillor Richard Kemp's Parish Report for March 2017.
8. UK Power Networks email with advice for dealing with 'Storm Doris'.
9. Suffolk Constabulary programme of proposed dates for Public Meetings 2017.
10. Email from Councillor John Nunn with links for alternative uses for disused phone boxes.
11. SALC new email address admin@salc.org.uk
12. Highways Matters Newsletter.
13. Avian Flu update.
14. Speeding at Bridge Street – SID cannot be deployed in an area designated over 30mph.
15. Speeding on A134 – Inspector Cooper confirms that A134 is still a site of interest for the Safety Camera Team who attends twice a month. There were 39 prosecutions between Sept 16 and 17. Bridge Street had four.
16. Correspondence with Alpheton Village Hall with notes on applying for Locality Budget when appropriate.
17. Paper copy of Housing White Paper.
18. Ipswich Citizens Advice Bureau – Surviving Winter Project (A joint venture between The Suffolk Community Foundation and EADT.) An application form is available online (or paper copy from the Clerk) for funding which comes from those who donate their Government Winter Fuel Payment. survivingwinter@ipswichcab.org.uk
19. Better Broadband – posters on Notice Boards and online at www.betterbroadbandsuffolk.com
20. Details of National Living Wage.
21. Town and Parish Council Newsletter for March 2017.
<http://baberghmidsuffolk.gov.uk/communities/town-and-parish-council-newsletters>
22. Babergh and Mid Suffolk District Councils new websites www.babergh.gov.uk and www.midsuffolk.gov.uk
23. Community Action Suffolk membership due for renewal. Voluntary donation requested.
24. Broxap Litter and Recycling bins brochure.
25. Wickstead play equipment.

26. Copy Clerk's and Councils Direct.

Alpheton Parish Council
Annual Meeting of the Parish 23rd May 2017

Agenda

1. Welcome
2. Apologies
3. Declarations of Interest
4. Present
5. Minutes of May 2016
6. Reports – Parish Council Chairman’s Report
 - Village Hall Committee
 - Woman’s Institute
 - Parochial Church Council
 - District & County Councils
7. Finance (to include Adoption of Accounts and Adoption of Risk Assessment)
8. Any Other Business

Annual Meeting of Alpheton Parish Council 2017

1. Welcome and Election of Officers
2. Apologies
3. Present
4. Declarations of Interest
5. Minutes of April 2017
6. Matters Arising
7. Highways
8. Planning ; B/17/01103 Newmans Lodge, Bury Rd, Alpheton CO10 9BP
Erection of 4 no. dwellings and construction of new vehicular access

B/17/00527 Jadan House, Church Lane, Alpheton CO10 9BL
Erection of single storey rear extension
9. Finance
10. Clerk’s Report and Correspondence
11. District & County Council’s Reports
12. Parish Council Chairman’s Report
13. Any Other Business
14. Date and time of next meeting

Correspondence

Finance

- 1 The Annual Accounts are completed and have been seen by the Internal Auditor. They require adopting this evening and sending off for External auditing.
2. Internal Auditor’s Report – no discrepancies or abnormalities.
3. Internal Auditor’s Invoice to pay for £28.
4. Cheque received from Alpheton Garage for our Invoice 21st April 2017 for £925.00.
5. SALC Subscription - Invoice to pay for £133.17.
6. Bank Statement no.231.
7. Remittance Advice from Babergh & Mid Suffolk for first instalment of Precept £1545.50
8. Copy of Claim Form to reclaim V.A.T. from 01.04.16 to 21.03.17 for £50.04.
9. Community Action for Suffolk Membership is **due for renewal**.
10. Note from Richard Kemp re Locality Budget Funding being reduced by 20%.
11. Copies of Good Councillor Guide available from SALC for £3.25 each + postage. **Shall we order some?**
- 12.Planning ; B/17/00473/FUL/MAPR Mill Barn, Bridge St, CO10 9BG
Continued use of Mill Barn for (Class A1) retail use – Permission granted.
B/17/01103 Newmans Lodge, Bury Rd, Alpheton CO10 9BP
Erection of 4 no. dwellings and construction of new vehicular access –

(re-submitted) for discussion

B/17/00527 Jadan House, Church Lane, Alpheton CO10 9BL
Erection of single storey rear extension

13. Screen Suffolk! – county wide film office for Suffolk, contracted by and representing all District Councils and the County Council to put Suffolk on the screen industries map.
14. Running Free Consultation – preserving free use of Public parks. **Responses by 5th July 2017.**
15. Copy of emails between Richard Kemp and John Simpson Acting Assistant Central Area Highways Manager (Babergh) re problems and reporting thereof.
16. Richard Kemp's Parish Report for May.
17. **Appeal for funding** from All Saints CEVC Primary School for a new building for the Pre-School.
18. **Appeal for funding** from Sudbury Citizens Advice Bureau.
19. Neighbourhood Planning Act 2017 – an update on significant changes.

Also copies of Clerks & Councils Direct, Aon Insurance offer and Glasdon Catalogue.

MINUTES OF THE ANNUAL MEETING OF ALPHETON PARISH COUNCIL
HELD AT ALPHETON VILLAGE HALL ON 23rd MAY 2017 AT 7.35 PM

Present; Ken Watkins, (Chairman), Maureen Lankester, Richard Barraclough, Richard Kemp, Graham Maskell, Trevor Rix, John Nunn (District Councillor) and Julie Rix the Clerk. One member of the public.

Mr Watkins welcomed everyone to the meeting.

At the previous meeting Mr Watkins had spoken about Councillor Alan Ariss whose funeral many of those present had attended this day. A moment of silence was taken in tribute to his memory.

Election of Chairman. Nominations were asked for by Mrs Lankester. Mr Watkins was proposed to stand again by Mr Rix seconded by Mr Barraclough. All agreed – he was duly elected.

Vice chair. Mr Watkins proposed Mrs Lankester , seconded by Mr Barraclough. All agreed – she was duly elected.

Both Councillors completed Declaration of Acceptance of Office forms.

Apologies; there were none

There was a Declaration of Interest from Mr Kemp for the item on planning.

The minutes of 4th April 2017 were signed as correct. Proposed by Mr Barraclough and seconded by Mrs Lankester.

Matters Arising

The road sign at Bridge Street which was retrieved from the river has not yet been re-instated.

The missing chevron on the bend at Clapstile corner has not been replaced either. Mr Kemp will follow these problems up.

The Chairman completed the Open Spaces survey, but it was really designed for places with playing fields and play equipment.

Planning (Mr Kemp took no part)

B/17/01103 Newmans Lodge, Bury Rd, Alpheton CO10 9BP

Erection of 4 no. dwellings and construction of new vehicular access

It was noted that the application prior to this had been withdrawn and this application (which is identical) takes its place. It was agreed to reply with the same concerns as before.

B/17/00527 Jadan House, Church Lane, Alpheton CO10 9BL

Erection of single storey rear extension

There are no comments to make about this.

B/17/00473/FUL/MAPR Mill Barn, Bridge Street, Alpheton – Permission granted for (ClassA1) retail use.

Highways

Item dealt with above in Matters Arising.

Finance

The Audit has been completed and the accounts internally audited by Lynn Holt. The accounts had been circulated to all the councillors and were approved at the preceding meeting.

The following cheques were authorised;

No; 558	£14.70	Mrs J Rix – Expenses
No; 559	£12.00	Alpheton Village Hall - Hire
No; 560	£28.00	Ms L Holt – Internal Auditor
No; 561	£133.17	SALC Subscription
No; 562	£25.00	Ms L Holt – Internal Auditor

A claim for refund of V.A.T. has been sent in for £50.04, and the first instalment of the Precept of £1545.50 has been received.

It was decided not to send for copies of the Good Councillor Guide as it is accessible online - and every councillor was sent a copy from the clerk.

Two appeals for funding had been received – All Saints CEVC Primary School for new pre-school building and Citizens Advice. Both regrettably turned down.

It was suggested that the Garage Licence fee should be reviewed in November when the budget is set.

Clerk's Report and Correspondence

There will be changes to planning consultations from 1st June. Consultations on new planning applications will be sent by email, a link to the website to view documents and plans will be included, hardcopies for major applications only or if requested on a case by case basis. Documents can be posted or collected. The Clerk will have to register on the system to respond to cases.

Document from SALC – Neighbourhood Planning Act 2017.

Residents with private pumping stations will no longer have responsibility for them as they have been transferred to Anglian Water.

Babergh Area Meeting documents.

Our district is undergoing a boundary review due to conclude in 2019. The council is invited to a session on this at Bildeston's Chamberlin Hall on 13th June at 1.30pm.

Free event at the Athenaeum in Bury St Edmunds on 12th July 2-5pm called 'Patient Revolution' – an NHS West Suffolk Clinical Commissioning Group event to have a say on healthcare.

SALC – Precept datasheet.

Changes to Data Protection Law on 28th May 2018.

District and County Council's Reports

Mr Kemp thanked all those who had supported his re-election as a County Councillor.

Campaigns at the moment are 'AWARE – water safety with support from Suffolk Fire and Rescue, and efforts to promote physical activity with £160,000 investment. 94% of Suffolk parents have been offered their first choice of primary school and Suffolk Trading Standards is warning residents to be aware that solar panel scams abound. If in doubt telephone 03454 040506.

As regards Babergh, there was a big re-shuffle today with a new cabinet.

Cynthia Mills (formally of Alpheton) has recently died and her funeral will be at Long Melford URC on June 8th at 2pm.

In response to the Manchester Terror Attack of yesterday with many dead and injured, Long Melford Parish Council has sent condolences to Manchester Town Hall.

21st June is Suffolk Day.

Any Other Business

There was none.

The next meeting will be August 1st at 7pm.

Future dates are October 3rd, and December 5th.

There being no further business this meeting closed at 8.30pm.

MINUTES OF THE ANNUAL MEETING
OF THE PARISH OF ALPHETON
HELD AT ALPHETON VILLAGE HALL ON 23rd MAY 2017 AT 7.00 PM

Present; Ken Watkins, (Chairman), Maureen Lankester, Richard Barraclough, Richard Kemp, Graham Maskell, Trevor Rix, John Nunn (District Councillor), one member of the public and Julie Rix the Clerk.

The Chairman welcomed everyone to the meeting. He then spoke a few words about Alpheton Parish Councillor Alan Ariss whose funeral several members of the Council had attended this day. He became a councillor in 2003 and served as Vice Chairman for many years and Acting Chairman for 2009/10. Alan and his wife Christine were major contributors to village life for more than 40 years, and Alan had also served as a Trustee on the Village Hall, and helped with Coffee Pot, village shows and the Flower Shows. Sadly his health in recent years had not been good, but we will remember a lovely man who devoted a great deal of his time to the community of Alpheton, and be glad that we knew him. The Council stood for a moment of silence in tribute to him.

Apologies; There were none.

There were no declarations of interest.

The minutes of the previous Annual Parish Meeting of 24th May 2016 were signed as correct. Proposed by Maureen Lankester and seconded by Richard Barraclough.

Reports – read out in full, all on file
Annual parish meeting chairman's report 2017

A major issue of the last 12 months was the safety of schoolchildren at Bridge Street. Parents were concerned about the dropping off point in the afternoon, which left some children having to cross the busy main road. Maureen, Julie and the Chairman met with David Daw from County Council, who felt the concern was justified. However, his recommendation that buses go into Bridge Street from the main road before dropping children off did not get support higher up. The problem, unfortunately, remains.

Speeding, as always, was almost permanently on the agenda. The police carried out a speed check at Bridge Street at our request, but didn't catch anyone on that particular day. The main road through Alpheton also remains a concern, particularly to the residents of Fir Tree Cottage, which is very close to the road.

Work on the bus stops at the Old Bury Road junction was completed. The northbound stop hard standing was increased in size to make it safer.

Flooding has not been such a big issue in the last 12 months. But we haven't experienced the torrential downpours of the last couple of years, yet. An additional hole has been dug outside Doone House, as County Council continues to monitor the situation.

The budget. Once again we had to increase the precept. No financial support from Babergh, and some of our regular and necessary costs going up. The increase was 80p per annum on a Band D property.

Grass cutting at Bridge Street. Ean Stowe had to give up because of health problems, but fortunately Brian Lankester took over. Sadly Maureen and Brian are moving, so we'll need to find a replacement in due course.

And the parish council year ended on a sad note with the loss of Councillor Alan Ariss.

Finally the Chairman offered his thanks to everyone on the parish council, and our district councillors, for their help, support and advice. He also thanked Julie for all the work she does, which made his job so much easier.

Alpheton Village Hall Report

It has been a challenging year with repairs required to floor and roof. The cost of repairs and a lower income has led to the hall making a loss. All income sources are down. A four step plan has been initiated to improve communication; have new low cost events; ensure commitment before finalising costly bookings and a newsletter for information to the community.

W.I. Report

This continues to thrive with 20 members, a full committee and meetings alternately at Alpheton and Shimpling. A hefty subscription to London and West Suffolk HQ necessitates fundraising like the recently well attended quiz. Visiting speakers comment on the friendly atmosphere.

Parochial Church Council Report.

There are fortnightly services in Alpheton, with Shimpling and Alpheton being one parish. The PCC is made up from people of both villages who also support and worship in each. Congregations average 15 during the year with 85 at the Alpheton Carol Service. There are several children's services and events across the Benefice and a regular programme of social events. All are welcome.

County Councillor's Report from Mr Kemp

Mr Kemp spoke about the £100m of savings made by SCC over the past 3 years and the necessity to make another £120m in the next three years, unfortunately some of this has been achieved by cuts to services. He has supported local parishes in the Melford Ward with donations from the Locality Budget Fund to the tune of over £17,000. Unfortunately this budget has been cut by 20% for this year. Campaigns at SCC for this year are 'Safe and Seen' road safety for children, and a Suicide Prevention Strategy where in Suffolk 8.7 people per 100,000 have died by suicide each year compared with 8.9 in England as a whole. SCC has taken the lead on a new joint plan with all services involved.

District Councillors' Report from Mr Nunn and Mr Kemp

Mr Nunn commented that after several years of a zero tax increase just over 3% has been applied this year. To boost income for the future Babergh has borrowed over 20 million pounds from PWLB at 2% interest to invest in Commercial Property (as an example Borehamgate Precinct Sudbury giving a yield on capital of just over 7%.) By October 2017 Babergh will have moved to Endeavour House in Ipswich. Council offices in Hadleigh will be sold or leased. A new Cabinet was formed today; council houses will be obtained for renting out and the number of councillors will be reduced from 43 to 31 for 2019.

All reports may be viewed on the village website - www.alpheton.onesuffolk.net

Finance

The Finances for 2016/17 were presented to the council for adoption. The accounts were presented, agreed by the council and were signed by the clerk and Chairman.

Section 1 – Annual Governance Statement 2016/17 was signed and also Section 2 – Accounting Statements 2016/17 .

The books have been audited internally by Ms Lynne Holt (who sent a report in the form of a letter) and will be sent to the external auditors BDO LLP.

The Risk Assessment for the period 1st April 2017 – 31st March 2018 was also reviewed and adopted at this meeting.(Signed and dated by Chairman and Clerk)

There was no further business. This meeting closed at 7.25pm.

Alpheton Parish Council
Meeting of Alpheton Parish Council August 1st 2017

1. Welcome
2. Apologies
3. Present
4. Declarations of Interest
5. Minutes of May 2017
6. Matters Arising
7. Highways
8. Planning ; B/17/01122 Elms Farm, Old Bury Road, Alpheton CO10 9BU
Erection of glazed link/boot room between main house and building
Deadline was 12th July. After consultation, comment from this council was
'No objections'.
- B/17/00527 Jadan House, Church Lane, Alpheton CO10 9BL
Erection of single storey rear extension – permission granted
9. Finance
10. Clerk's Report and Correspondence
11. District & County Council's Reports
12. Parish Council Chairman's Report
13. Any Other Business
14. Date and time of next meeting

Correspondence

Finance

1. Auditors BDO write to inform that a 'Qualified Audit' will be issued on account of the Annual Risk Assessment's signing being delayed.
2. Invoice from Mr B Lankester for grass cutting at Bridge Street up to 25th June.
3. Suffolk County Council Report 00174209 logged – 30mph sign demolished at Southern end of village.
4. SALC – forthcoming courses.
5. CAS Membership confirmation.
6. NALC – weekly information bulletin..
7. Police – News Release regarding UK Terror Threat issued 27/05/17
8. Reports;
 Babergh, SCC June, July and August.
9. Quantity of correspondence regarding Electoral Review of Babergh District.
10. Information on Merchant Navy Day 3rd September 2017.
11. Copy of Clerks and Councils Direct.

MINUTES OF A MEETING OF ALPHETON PARISH COUNCIL
HELD AT ALPHETON VILLAGE HALL ON 1st August 2017 AT 7.00 PM

Present; Ken Watkins, (Chairman), Maureen Lankester, Richard Barraclough, Richard Kemp, Graham Maskell, John Nunn (District Councillor) and Julie Rix the Clerk.

Mr Watkins welcomed everyone to the meeting.

Apologies; Trevor Rix, Maureen Lankester.

Declaration of Interest : There were none.

The minutes of 23rd May 2017 were signed as correct. Proposed by Richard Barraclough and seconded by Graham Maskell.

Matters Arising

The directional road sign at Bridge Street which was retrieved from the river has not yet been re-instated.

The missing chevron on the bend at Clapstile corner has been replaced. The missing 30mph sign at the southern end of the village has been re-instated.

Planning

B/17/01122 Elms Farm Barn, Old Bury Road, Alpheton CO10 9BU
Erection of glazed link/boot room between main house and building
Deadline was 12th July. After consultation, comment from this council was 'No objections'.

B/17/00527 Jadan House, Church Lane, Alpheton CO10 9BL
Erection of single storey rear extension – permission granted

Babergh's Planning team now charge for pre-application advice.

Highways

The Clerk has signed up to a Roadworks Alert from roadworks.org to receive weekly emails concerning traffic restrictions and roadworks starting within the next week.(Circulated to all councillors.)

Finance

BDO LLP write to inform the council that they intend to issue a Qualified Audit. The reason being that the Financial Risk Assessment (which was in place,) was not signed at the prescribed meeting but at the one after. It has no bearing on the validity of the accounts themselves which are correct.

The following cheques were authorised;

No; 563 £12.00 Alpheton Village Hall - Hire

No; 564 £60.00 Brian Lankester – Grass cutting at Bridge Street.

A claim for refund of V.A.T. of £50.04 has been received.

Clerk's Report and Correspondence

There has been a large quantity of correspondence regarding the Electoral Review of Babergh District Council.

Merchant Navy Day is 3rd September 2017.

District and County Council's Reports

Mr Kemp had sent his June, July and August SCC full reports, and also an extra August report. He said that there has been much debate over the large allowance increases to the Leader and Cabinet members, with all other members confined to a 1% increase. He felt that conformity over all to 1% would allow the savings to benefit the taxpayers. Parking is an issue at the Ipswich offices and can only get worse.

For the District Council he said that the council will vote on the Boundary Review Proposals, reducing the number of councillors for the 2019 elections from the present 43 to 31. The new Draft District Plan has been published. He was thanked (Reports on file).

Any Other Business

Following the death of councillor Alan Ariss it is proposed to have a memorial to him and his late wife Christine in the form of a brass plate to be displayed in the village hall. It will have their names and dates on with 'Always at the Heart of the Community' inscribed on it. The Village Hall Chairman has agreed to this and also his son Robert.

Alan looked after the Community Orchard which was planted in memory of past Chairman, Edwin Taylor. The clerk will enquire if someone else can take on this role.

The next meeting will be October 3rd 2017 at 7pm. Richard Barraclough gave his apologies for this meeting.

The meeting after that will be December 5th 2017.

There being no further business this meeting closed at 7.40pm.

Alpheton Parish Council
Meeting of Alpheton Parish Council October 24th 2017 at 7pm

1. Welcome
2. Apologies
3. Present
4. Declarations of Interest
5. Co-Option of new Councillors
6. Minutes of August 2017
7. Matters Arising
8. Highways
9. Planning ; B/17/01103 Newman's Lodge, Alpheton
10. Finance
11. Clerk's Report and Correspondence
12. District & County Council's Reports
13. Parish Council Chairman's Report
14. Any Other Business
15. Date and time of next meeting

Correspondence

1. Letter of resignation from Councillor Mrs Maureen Lankester.
2. Large quantity of correspondence regarding Babergh & Mid Suffolk Joint Local Plan; the Plan Document; Settlement Hierarchy Review; invitation to presentation on same (Chairman & Clerk attended), explanation of points system and analysis of our parishes allocation.
3. Planning Permission – B/17/01103 , Newman's Lodge, Alpheton CO10 9BP
Permission Granted. Also Officer's Report & Recommendation (which was to Refuse permission)
4. Remittance Advice from Babergh DC re Precept for £1545.50 (2nd payment)
5. Clerk's payslip for 1st half of year £976.77, and invoice of £25 for PAYE services from Ladywell Accountancy Services.
6. Remittance Advice from Babergh DC re Recycling for £65.24.
7. LAIS (Local Association Information Service) 1402 Precept Consultation.
8. Quantity correspondence re Alpheton PC Insurance Policy with CAS (Community Action Suffolk) 5 year undertaking for reduced premium of £217.58.
9. Auditor BDO conclusion of Audit.
10. Information on Heating Oil Club.
11. Richard Kemp's Parish Report October 2017.
12. Email from Babergh & Mid Suffolk DC; Joint Cabinet Session to Consider Potential Merger. Press Release.
13. Town & Parish Council Newsletter from the District Council. To read;
www.babergh.gov.uk/communities/town-and-parish-council-newsletters
14. SALC (Suffolk Association of Local Councils) Litter Strategy.
15. Suffolk Highways Restructure. This parish will now be looked after by a new Service Delivery Centre based at Rougham. RoughamSDC@suffolk.gov.uk
Reporting as usual online at <https://highwaysreporting.suffolk.gov.uk/> or by telephone to Customer Service Centre on 0345 606 6171
16. Most Active Community Competition details.
17. The Local Boundary Commission – Electoral Review of Babergh Draft Recommendations. Deadline 11th December 2017.
18. SALC Annual Report 2016-2017 and invitation to AGM.
19. Copy 'The Local Councillor'.

MINUTES OF A MEETING OF ALPHETON PARISH COUNCIL
HELD AT ALPHETON VILLAGE HALL ON 24th OCTOBER 2017 AT 7.00 PM

Present; Ken Watkins, (Chairman), Richard Barraclough, Graham Maskell, Trevor Rix and Julie Rix the Clerk.

Also present Mrs Maddy Gray and Ms Bridget Sumner.

Mr Watkins welcomed everyone to the meeting.

Apologies; Richard Kemp, John Nunn (District Councillor)

Declaration of Interest : There were none.

A letter of resignation has been received from Councillor Mrs Maureen Lankester, who has moved to live in Glemsford. It was reluctantly accepted. The Chairman said that thanks were due to Maureen for her years of service to our community especially her concern for Bridge Street. He hoped that she would be happy in her new home. He instructed the Clerk to write and express the good wishes of the council.

The Clerk has advertised the two vacancies on the council and two new candidates were present at this meeting and welcomed– Mrs Maddy Gray from Bridge Street and Ms Bridget Sumner from Alpheton. It was proposed by the Chairman that they be co-opted, seconded by Trevor Rix and this was passed unanimously. They signed their Acceptance of Office Forms which were countersigned by the Clerk. They also have Register of Interests forms to fill in.

The minutes of August 2017 were signed as correct. Proposed by Richard Barraclough and seconded by Graham Maskell.

Matters Arising

The directional road sign at Bridge Street which was retrieved from the river has still not been reinstated.

A 5x3 Brass plaque will be ordered by the chairman to commemorate Alan and Christine Ariss and their service to this community. Wording has been agreed with the family ' Always at the Heartbeat of the Community' to be inscribed on it, and the Chairman of the Village Hall will allow it to be put up in the hall.

Steve Clare agreed to look after our small Community orchard, however he has now left the village. The Clerk will see if this is still a practical idea.

Planning

Application B/17/01103 Newmans Lodge, Alpheton.

Erection of 4no. dwellings and construction of new vehicular access.

This Council has received the Case Officer's Report in addition to the final judgement. The Case Officer recommended refusal, but the Planning Committee has passed it. This Council would like an explanation of the second half of page 8 in the Officer's Report.

Babergh & Mid Suffolk District Councils have published their '*Joint Local Plan: Consultation Document August 2017*' which will provide the strategy for the growth of the Districts, setting out what and where development will take place up to 2036. An additional document – '*Topic Paper – Settlement Hierarchy Review*' has also been received. This categorises settlements in relation to the services and facilities they provide. Points are allocated under various headings and when added up fall into three bands for planning policy purposes;

18+ points – Core Villages

9-17 points - Hinterland Villages

0-8 points - Hamlets & Countryside

Alpheton has been given 10 points indicating that we have a Fuel Station (1), Village Hall (1), Place of Worship (1), Recreation Ground/Children's Play Area (1), Bus Stops [with daily peak time services to and from a higher order settlement] (2), Allotments (2), and Broadband of up to 76Mb Fibre or more (2). This would make us a Hinterland village.

This is incorrect. The Garage does not sell fuel, the transport is not peak time, and we have no allotments. This reduces the score to 5 which makes us Hamlet & Countryside for planning purposes.

We will write with our concerns. It was suggested that we should notify other parishes via SALC urging them to check their classification.

All comments on the '*Joint Local Plan*', which is open to the public, must be received by 5pm on Friday 5th November 2017.

Finance

BDO LLP have returned a Qualified Audit. The reason being that the Financial Risk Assessment (which was in place,) was not signed at the prescribed meeting but at the one after. It has no bearing on the validity of the accounts themselves which are correct.

The Chairman and Clerk will meet in November to discuss the budget. Some costs have risen and provision will have to be made for these. The proposal will be circulated to all councillors. New banking arrangements should be considered next year – it is now possible to use internet banking.

The following cheques were authorised;

No; 565	£217.58	Business Services at CAS LTD – Insurance cover (5 year long term Undertaking)
No; 566	£60.00	Community Action Suffolk – Hosting of Onesuffolk website (1.11.17-31.10.18)
No; 567	£25.00	Ladywell Accountancy Services
No; 568	£976.77	Mrs J Rix – Salary 1 st half of year.
No; 569	£24.85	Mrs J Rix – Expenses
No; 570	£945.00	G Maskell – Grass cutting 2017
No; 571	£12.00	Alpheton Village Hall - Hire

Payments received ;

Second half of Precept £1,545.50

Recycling Credits £64.24

Clerk's Report and Correspondence

Suffolk Highways has been going through a major restructure and the new service was launched on Monday 4th September 2017. Emails should be sent to Rougham; roughamSDC@suffolk.gov.uk

It is still possible to log reports online at <https://highwaysreporting.suffolk.gov.uk>

This can be by councillors and members of the public, also by telephone to the Customer Service Centre on 0345 606 6171.

SALC (Suffolk Association of Local Councils) have sent a Precept Consultation – closes 26th October.

The Data Protection Bill is progressing through the House of Lords. It will be necessary to have a Data Protection Officer by 25th May 2018.

SALC – Right Homes Consultation – introducing a standard method for calculating housing need.

SALC – Response to the above .

District and County Council's Reports

Neither Mr Kemp nor Mr Nunn were able to attend having been called to a District meeting.

The Chairman read through Mr Kemp's Parish Report; Suffolk Fire and Rescue Launch 'Escape Plan Campaign'. www.fire.suffolk.gov.uk ; More students in Suffolk pass A level exams than across the Country; Legal challenge to Dept. of Transport casts doubt on current arrangements for Community Transport provision for all local authorities; Energy efficient grants now available for local retail businesses in Suffolk; Cycle link from West Suffolk Hospital to Bury St Edmunds Town Centre.

Any Other Business

Babergh are holding a Parish Liaison meeting in Alpheton Village Hall on Tuesday November 7th at 10am. Two places have been booked. The Chairman will attend and there is room for one other councillor.

The Clerk gave notice that she intends to retire in the New Year. She is willing to carry on until a replacement is settled in. The Chairman will ask SALC for advice on advertising the role.

The next meeting will be December 5th 2017, and the one after that February 6th 2018.

There being no further business this meeting closed at 7.40pm.

MINUTES OF A MEETING OF ALPHETON PARISH COUNCIL
HELD AT ALPHETON VILLAGE HALL ON 5th DECEMBER 2017 AT 7.00 PM

Present; Ken Watkins, (Chairman), Richard Barraclough, Madeline Gray, Richard Kemp, Graham Maskell, Trevor Rix, Bridget Sumner and Julie Rix the Clerk.
Also present John Nunn (District Councillor)

Mr Watkins welcomed everyone to the meeting.

Apologies; there were none.

Declaration of Interest : There were none.

Register of Interest forms for new councillors Mrs Gray and Ms Sumner have been received.

The minutes of August 2017 were signed as correct. Proposed by Richard Barraclough and seconded by Graham Maskell.

Matters Arising

The directional road sign at Bridge Street which was retrieved from the river has still not been reinstated. Mr Kemp will enquire about this.

The Brass plaque to commemorate Alan and Christine Ariss and their service to this community is in hand.

Steve Clare is still willing to look after our small Community orchard, even though he has now left the village. He met with the Clerk on site and thinks that it will only require an annual pruning.

Regarding the Local Plan – along with Mrs Gray and Mr Rix, the Chairman attended the parish liaison meeting in the village for parish councils where Babergh officials talked about policies, including the Settlement Hierarchy Review. Alpheton isn't the only village with an incorrect score. A revised version will be coming out for consultation in due course.

Planning

Application B/17/01103 Newmans Lodge, Alpheton.

Erection of 4no. dwellings and construction of new vehicular access.

This Council has asked for an explanation of the second half of page 8 in the Officer's Report.

The Chairman has had two replies from Gemma Pannell the Area Planning Manager at Babergh, neither of which gives a clear explanation in plain English.

Ms Sumner and Mrs Gray attended two planning seminars led by Jayne Cole, and the Chairman attended the second one with them. It was very informative, and a little disturbing. Because councils are not meeting housing targets, the planning rules are being relaxed to make it easier for developers.

Finance

The Chairman and Clerk have met to discuss the budget. Some costs have risen and provision will have to be made for these. We are still unable to anticipate the costs for the new Data Protection legislation that comes into effect in May. SALC do not have any information yet.

It was proposed by Mr Maskell and seconded by Mr Rix that the Precept applied for should be £3,236.00. This will be an increase of 5.1%. This was agreed unanimously.

The following cheques were authorised;

No; 572	£80.00	Sudbury Town Hall – Planning Courses
No; 573	£12.00	Alpheton Village Hall - Hire

Clerk's Report and Correspondence

As listed.

District and County Council's Reports

Mr Nunn gave the District Report. The dissolution of Babergh District Council has been put on hold. There seems to be plans for more building in Long Melford.

Mr Kemp's County Reports for November and December were commented on by him and are on file. Both Councillors were thanked.

Chairman's Report

Clerk vacancy - six people expressed an interest, four CV's received were considered by the council. One candidate and a reserve were chosen, with a view to interview in the New Year.

Any Other Business

Mr Nunn reported that Long Melford intended to mark the Centenary of the end of WW1 on November 11th 2018 by lighting a beacon on the Top Green. There will be a Service taken by Revd. Lawson and Long Melford Silver Band will play. He invited residents of Alpheton to join them. He was thanked. An article will be put in the village magazine.

The next meeting will be February 6th 2018 , and the one after that April 3rd 2018.

There being no further business this meeting closed at 8.00pm.