

ALPHETON PARISH COUNCIL

Meeting of Alpheton Parish Council

on 4th February 2020 at 7pm in the Village Hall

1. Welcome
2. Apologies
3. Present
4. Declarations of Interest
5. To approve draft Minutes of meeting on 3 December 2019
6. Matters arising
7. District and County Cllrs Reports
8. Public Forum
9. Correspondence (all correspondence has been circulated to Cllrs ahead of the meeting):
 - i. Email dated 20 January regarding changes to bus routes and timetables;
 - ii. Emails of various dates regarding parking on the aisle of the A134 at Alpheton (County Cllr Richard Kemp has been in correspondence with parishioner/police/SCC officer);
 - iii. Email dated 28 January regarding panes of glass being left at the bottle bank
10. Clerk/RFO Report
 - i. Schedule of items awaiting approval
11. Precept (sign Babergh documents)
12. Defibrillators
13. Parish Cllrs Reports (if any)
14. Planning: no new planning matters received at the time of serving this Agenda
15. Date and time of next meeting – **7th April 2020 at 7pm in the Village Hall**

Nicola Smith
Parish Clerk
30/01/2020

ALPHETON PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD AT ALPHETON VILLAGE HALL ON 4 FEBRUARY 2020 AT 7PM

1. Welcome: Chair Cllr Sumner welcomed everyone to the meeting.
2. Apologies: No apologies.
3. Present: Chair Cllr Sumner, Cllr Madeline Gray, Cllr John Nunn, Cllr Katie Jacobs, Cllr Trevor Rix, Cllr John Moore. County Cllr Richard Kemp and District Cllrs John Nunn and Elisabeth Malvisi, together with the Parish Clerk and two members of the public.
4. Declarations of Interest: None.
5. Minutes: Cllr Jacobs proposed and Cllr Rix seconded that the Minutes of 3 December 2019 were a true and accurate record of the meeting. All Cllrs present agreed.
6. Matters Arising:

Matter Arising	Update/Outcome
Neighbourhood CIL payment - £1848.12	Monies received by the PC
"30 MPH AHEAD" sign – Old Bury Road	Landowner gives his consent for the sign to be his land. Sign has now been installed. Landowner has offered to reimburse PC for the cost of purchase and installation of the sign so that he owns and maintains it on his land. Following discussion the PC agreed that this is a generous offer from the landowner which they would like to accept. Clerk to make arrangements
Speed Indicator Device: Proposed sites: (a) 3 x areas within the 30mph zones on the A134 (b) Shop Hill/Old Bury Road (c) Church Lane (d) Aveley Lane Funding of SID: Cost: approx. £3,000 (County Cllr Kemp's Highway budget)	(a) Details sent to SCC for each site (b) (c) and (d) letters will shortly be with local residents for their consent Clerk is finalising submission paperwork to SCC. Cllr Trevor Rix has provided Cllrs with some research with regards to the type of SID. They will consider the information further and discuss at next meeting. Update at next meeting.
BT Payphone	Transfer of ownership to Alpheton Parish Council has now taken place. Clerk has received the free of charge paint kit. Cllr Rix has asked whether the PC could consider installing a defibrillator (see item 12 of the Agenda)

Signed.....

Dated.....

	<p>Next steps:</p> <p>(a) Enquire with Peter Rix if he will paint up the phone box and the cost;</p> <p>(b) Update the PC Asset Register and update PC insurers;</p> <p>(c) See Agenda item 12 re: installing a defibrillator.</p>
Highways – white lines on road at High Cross	<p>When driving at night from Long Melford to Bridge Street, from the layby at High Cross approaching the long right hand bend, as far as the existing white line just before Wash Farm, it is very difficult to see the difference between the road and the verge, especially in the face of oncoming headlights. Requested whether SCC Highways would put white lines down to make that part of the journey much safer.</p> <p>SCC Highways response is: Do not have a budget to install new road markings, such as the requested edge of carriageway markings between the carriageway and verge along this section of the A134. Such request would have to be locally funded from either County Cllr Local Highway budget or from the Parish Council.</p> <p><i>Parish Council considered this response and would like Clerk to write to SCC Highways asking them to consider further. There was an incident within the last year when a tractor broke down and was left on the roadside, and a lady drove into the tractor as it was difficult to see where the road markings were.</i></p>

7. District and County Cllr Reports:

Report from County Cllr Richard Kemp:

2020-21 Budget Proposals

Due to the General Election, the announcement of the 2020-21 budget proposals was delayed until end of December. These proposals will be scrutinized on Tuesday 7 January, before being discussed by the Cabinet on 24 January and by the full Council on 13 February.

Overview

- Forecast Budget Requirement = £545.4m
- Expected Funding = £550.8m
- The remaining funding will be divided into contributions to reserves (£1.8m), investment into Highways (£0.5m) and the “Suffolk 2020 Fund” (£3m)

Signed.....

Dated.....

Council Tax

Council Tax is due to increase by 4% in 2020-21. 2% of this will be for general council tax, whilst another 2% will be the final increase for the Social Care Precept.

Suffolk 2020 Fund

£3m of the Council's funding will be available through the "Suffolk 2020 Fund". The purpose of this fund is to enable investment in projects focused on carbon reduction/offset, road safety, natural environment, built environment, innovation and use of technology.

The budget proposals suggest that all projects will need to have a Cabinet "sponsor" and be capable of delivery within 12 months. They must have a clear return on investment (economic, social and/or environmental) and involve non-recurring expenditure.

More details on how this funding will be allocated, and who can bid for funding, is not yet known.

Citizens Advice

In last year's budget, Suffolk County Council announced that it would be removing the £368,000 grant for Citizens Advice. This cut was expected to be phased in, with half of the grant cut in 2019-20 and the rest cut in the 2020-21 budget.

However, the budget proposals for 2020-21 include £120,000 funding for Citizens Advice. This grant will remain in place for three years only and will be subject to annual review of the service in terms of efficiency, income generation and impact. After three years of additional funding, the council expects the Citizen Advice to become financially independent.

Savings

There are no major cuts to services proposed in the 2020-21 budget. However, the budget does rely on the council achieving £7.2m of savings from its transformation programmes, and a further £12.3m from "mitigations and savings".

Primary school applications 2020/21

Suffolk parents have until Wednesday 15 January 2020 to make their applications to secure their child's place at a Primary, Infant, Junior or Middle school for September 2020. Applications should be made for children born between 1 September 2015 and 31 August 2016 who are due to start primary school from September 2020.

An application for a full time school place must be made even if a child is already attending a nursery class in an infant or primary school, a pre-school or a children's centre next to a school site.

Signed.....

Dated.....

Applications should have been made online as this means parents and carers will receive a confirmation of their application. They can then log on to the online service on national offer day to see their school place offer and they will also receive an email to confirm this offer on the same day. If a parent or carer is unable to apply online then they should complete a paper CAF1 application form. Both applications can be accessed at www.suffolk.gov.uk/admissions or by calling 0345 600 0981.

Parents and carers are also reminded to make themselves familiar with changes to Suffolk's School Travel policy which came into effect September 2019. The new policy will assess eligibility for funded school travel to the nearest suitable school with a place available. This would be whether or not an application was made for a place at that school. More information about the changes is available at www.suffolkonboard.com/schooltravel.

If parents and carers do not apply by the closing date, their application may not be dealt with until after places have been offered to those who applied on time.

Future bus projects

Suffolk County Council is planning to launch a pilot project in early 2020, using school buses to provide bus services for rural communities during off-peak hours. The scheme will run as a pre-book service via a series of villages from Stowmarket to Cockfield, before connecting with Sudbury services. The reverse journey will happen in the afternoon. If the pilot is successful, this system may be implemented in other parts of the county.

At a Scrutiny meeting in December, the deputy cabinet member for transport announced that the council was planning to bid for around £20 million from the Department for Transport for an electric bus pilot scheme. If the bid is successful, the council has said that it plans to launch the pilot scheme within 12-18 months in the Bury St Edmunds area.

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 SEND.

The first 10 specialist units, providing 168 spaces, are due to open in September 2020. The new units will be based at:

- Pipers Vale Primary Academy, Ipswich (Key Stage 1)
- Burton End Primary Academy (KS1)
- Murrayfield Primary Academy, Ipswich (communication and interaction needs – KS2)

Signed.....

Dated.....

- Houldsworth Valley Primary Academy (communication and interaction needs – KS2)
- Causton Junior School (communication and interaction needs – KS2)
- Copleston High School, Ipswich (communication and interaction needs – KS3/4)
- Ixworth School (communication and interaction needs – KS3/4)
- Newmarket Academy (communication and interaction needs – KS3/4)
- Clements Primary Academy, Haverhill (cognition and learning needs – KS2)
- Castle Manor Academy, Haverhill (cognition and learning needs – KS3/4)

Popular most Active County initiatives inspire Suffolk residents to get active and change their lives

The Great East Swim and Run programmes have been inspiring Suffolk residents to get active for the last 8 years. The programmes offer an opportunity for individuals who are not currently physically active, to take part in a progressive programme of training and support, with the goal of taking part in the Great East Swim or Great East Run.

More than 470 individuals looking to make a positive change to their health and well being have taken part in the programmes to date, with more than 85% completing the full 12 to 16 week programmes, respectively. Participants have cited that as well as weight loss and more energy, they felt a boost in confidence, improved self-esteem, and a real sense of pride and achievement through completing the programme. On average, more than 70% of participants who were inactive when they registered for the programme, continue to be regularly active 3 months after completing the course.

The programmes are suitable for all ages, with participants from 18 to 80+ taking part in previous years. Nearly 6,000 participants took part in the main Great East Swim and the Great East Run events last year, many of whom were Suffolk residents. Entries are now open for the 2020 events.

This year's Great East Swim outreach programme will take place at Crown Pools in Ipswich and Bury St Edmunds Leisure Centre between March and June, culminating on Saturday 30 June at the Great East Swim at Alton Water reservoir near Ipswich.

The 2020 programme is delivered by Suffolk County Council in partnership with Ipswich Borough Council, Abbeycroft Leisure Trust, Active Suffolk and Allied Health professionals.

Individuals who sign up for the programme will receive an extensive package of support which aims to provide them with the confidence, stamina and self-belief to complete their personal challenge and become active for life.

Signed.....

Dated.....

96 places are available for the programme and entries open on 6 January. To apply for a place visit www.activesuffolk.org/greateastswim and complete the registration form.

If you are interested in taking part in the training for the Great East Swim 2020 but would like further information please contact Carol Lukins, Programme Coordinator on 07955 735514 or at carol.lukins@suffolk.gov.uk

Entries for the Great East Run programme will open in March 2020.

Report from District Cllr John Nunn

A series of fresh changes have been made to bin collection days in Mid Suffolk and Babergh just six months on from the previous overhaul.

The collection days of around 1,700 households in the two districts changed from Monday.

According to Babergh, it wrote to each of those homes to inform them of the changes, and a spokeswoman said that the council's crews reported that 'the vast majority of people' put their bins out to the updated timetable.

But some residents in Alpheton – whose black bins are normally emptied on Fridays – claim they were not informed, only discovering the change when they saw the refuse trucks on Monday or from neighbours.

The council website still said bin collection days in Alpheton were on Fridays, although this was updated on Monday afternoon. The council only had two complaints as of 3pm on Monday.

Areas where some roads have changed are as follows:

Alpheton, Cockfield, Lawshall, Sproughton, Pinewood, Hitcham, Somersham, Flowton and Bramford.

A spokeswoman said it collected around 17,000 bins per day and served around 80,000 homes, meaning the changes were only to a small portion.

She said: "Last Summer, we changed the bin collection days of more than 65,000 homes across Babergh and Mid Suffolk to improve the service, accommodating new housing growth and increasing the efficiency of our rounds. As part of a six monthly review following these changes, we realized there was further room for improvement for another 1,700 households. We have written to each of these households, advising them of the change, and our crews report that the vast majority of people have put their bins out for collection today as a result. Changes to bin collection days were introduced in July last year as a result of the growth in numbers of homes, with the revamp aiming to make the routes more efficient."

Signed.....

Dated.....

Plans to re-open an historic Suffolk pub closed for more than two years have moved a step closer to fruition with an application for permission to begin renovation works.

The scheme for new windows and doors plus interior alterations to the first floor at The Swan in Little Waldingfield has been submitted to Babergh District Council.

New play park and fitness suite given go ahead for community field

A new play park, sports pitch and outdoor exercise equipment has been given the go ahead on a community field in a Suffolk village.

The new development is due to be built on the playing field in Newton, replacing the current play park and adding a new tarmacked multi-use sports area with goal posts and basketball hoops.

There will also be an outdoor fitness suite with a range of equipment which will be available for anyone in the local community to use.

The estimated cost of the project is around £150,000 and after the plans were given the green light by Babergh District Council planning officers, Newton Parish Council is now looking into raising the funds.

Report from District Cllr Elisabeth Malvisi

1. Learn about Climate Change. Lunch and Learn sessions being held Mid February on Climate Change
2. Sexual Abuse & Sexual Violence – Awareness Week at Suffolk New College on Thursday 6th February from 9-3pm. This is a drop in
3. Babergh has come out as 8th best place to live in the country. The criteria measured was happiness, well-being, income levels and examination results
4. 1st draft of the budget for 2020/21 was agreed last month. There is an increase in the Council Tax of £5 for a Band D. Currently the Budget is being reviewed by Overview & Scrutiny after which it will go to full Council for Debate. If approved it will come into effect on 1st April 2020
5. What next for Sudbury – indeed what next for Sudbury the town needs to be revitalized and brought into the 21st Century while retaining its links to its historic past. The Exhibition is St Peter’s Church show cases current developments and proposals for future developments bearing in mind Climate Change and how to balance it with the need to increase inward investment through a more mixed economy which includes tourism. Currently the refurbishment of Kingfisher is well underway. Gainsborough House is currently closed while they build the new extension. There were drawings showing the proposals for Sudbury Town Centre and Belle Vue, house and park. The Exhibition closes 16th February

Signed.....

Dated.....

6. There is a new Grant available for homeowners in need. The Grant will cover things like a ramp, a rail, key safe, improvements to washing and bathing facilities eg walk in shower, or even a chair lift. Information can be found on the BDC website. The maximum grant is £7,500
 7. There has had to be some changes to 1,700 resident's bin collections over both Babergh and Mid Suffolk. These last changes have been triggered by the changes made in July, after running the new routes for 6 months inefficiencies were identified and the routes amended. As more houses are built so will changes be inevitable. There was one complaint from Alpheton who claims they did not receive the letter notifying them of the changes and for that we apologise but daily we make 17,000 collections, we changed only 1,600 and to date we have had only one complaint. Further details are on the BDC website
 8. The Joint Area Parking Management Scheme is to be considered this month. It is hoped that when CPE comes into effect that it will dovetail into that process
 9. The Council agreed to fund the CAB in Sudbury and Local Area for the next 3 years
 10. The Tree for Life Scheme has been a great success and most of the 171 requests registered were handed out on Saturday at Hitcham Village Hall. Thankfull it was dry and sunny!
8. Public Forum: two members of the public present:
- i. The pathway (opposite where the new build homes are on the Bury Road) are being eroded. It has become too narrow in places to safely use given the volume, speed and size of some of the vehicles using the Bury Road. Chair agreed to take pictures and send to the Clerk. Clerk will report on the Highways Reporting Tool and then provided Cllr Kemp with the photos and reporting number so that he can follow it up.
 - ii. With regards to speeding vehicles through the village – the owners of Fir Tree Cottage confirmed that they would be happy to have a post outside of their home for the Speed Indicator Device to be located on during its rotation around the village. Parish Council discussed and agreed to this additional post but ultimately it was for highways to make a decision once the PC submitted the paperwork.
 - iii. Parishioner enquired whether the PC could consider a picket fence/gate on the side of the verges (for example similar to the gates on the verge at Long Melford entering from Sudbury). The parish does not have a village feel about it, and perhaps the gates would remind drivers that it is a village and hopefully encourage them to slow down as they drive through the village. Cllrs agreed that they would consider it at the next meeting but in the meantime consider places that would be appropriate to put the gates/picket fence on the verges.

Signed.....

Dated.....

9. Correspondence: (all correspondence has been circulated to Cllrs ahead of the meeting):
- i. Email dated 20 January regarding changes to bus routes and timetables; Information has gone on to the website and put up at the bus stops in the village;
 - ii. Emails of various dates regarding parking on the verge of the A134 in Alpheton. County Cllr Kemp has informed the PC of various concerns raised and is in correspondence with the villager and the Police and SCC Officer;
 - iii. Email dated 28 January regarding panes of glass being left at the bottle bank. Clerk will get in contact with Babergh Officer to get the glass cleared.

10. Clerk/RFO Report:

- i. Consider and approve schedule of items awaiting authorization.

Further sum agreed at Meeting on 3 December 2019 = £117.96 to Start Traffic for "30 AHEAD" sign (cheque 631)

Schedule of invoices awaiting authorization for payment

Alpheton Village Hall	hall hire	12.00	chq632	LGA 1972
Nicola Smith	clerk's salary	324.04	chq633	LGA 1972
HMRC	tax and NI	14.00	chq634	Inc&Taxes Act
Peter G Rix	Bin and sign install	71.00	chq635	LGA 1972
CAS	webhosting	60.00	chq636	LGA 1972
*Ian Etherton	replacing chq626	100.00	chq637	LGA 1972

* cheque 626 written out to Ian Etherington and not Ian Etherton. Cheque 626 returned and replaced with cheque 637

11. To consider and approve draft Precept for 2020/21

The Parish Council considered the draft Precept which was presented at the meeting on 3 December 2019. No amendments required and therefore all Cllrs agreed that a Precept request for £3755 should be made. Clerk prepared necessary paperwork and it was duly signed and dated at the meeting.

Signed.....

Dated.....

12. Defibrillator

Discussion took place. Cllr Rix had undertaken some research.

It was agreed that an electrician should look at whether or not power is still live in the phone box as this is suggested as a location for a defibrillator. Cllr Jacobs will look in to this.

Suggestion that the Village Hall may be a better location, as emergency vehicles can park there better. Defibrillator mounted on outside wall but would need approval from the Village Hall.

Alpheton Garage was also considered as a possible location, again with the consent of the owners.

Clerk suggested that the Ambulance Service look at the various locations and advise. This had been done at another parish and there was no cost to the parish.

Matter to be discussed under matters arising at the next meeting.

13. Parish Councillor's Reports:

(i) Chair Cllr Sumner reported that she will be resigning from the Parish Council due to other commitments. She will continue until the 7th April 2020 but that will be her last meeting.

Cllr Gray confirmed that she would become Chair, as she had agreed to do that in the next year following on from Cllr Sumner. All Cllrs agreed to this.

(ii) Cllrs asked if Clerk could make enquiries of Peter Rix regarding cost of painting up the phone box and report back.

14. Planning: no new planning matters.

15. Date and time of next meeting: **7th April 2020 at 7pm in the Village Hall**

Meeting closed: 8.30pm

Signed.....

Dated.....

ALPHETON PARISH COUNCIL

AGENDA

Annual Parish Council Meeting

The Parish Council will be conducting the Annual Parish Council Meeting in accordance with the new Coronavirus Act 2020, which means that the meeting will take place by video conferencing. If a member of the public wishes to raise a matter to be discussed at that meeting would they please in the first instance contact the Parish Clerk on alphetonpcclerk@gmail.com or by telephone on 07817 170906

The Councillors of Alpheton Parish Council are summoned to the Annual Parish Council Meeting to be held on 5 May 2020 by way of a video conferencing system at 7pm.

1. Election of Chairman and Vice Chairman
2. Acceptance of Office Forms
3. Apologies
4. Declarations of Interest
5. Approve Minutes of the 4th February 2020
6. Public Forum
7. Correspondence (all general correspondence has been circulated to Cllrs)
8. District and County Council's Report
9. Clerk's Report:
 - i. consider and approve schedule of items awaiting authorisation
 - ii. to approve grass cutting arrangements (subject to any regulations or guidance from UK Government pertaining to the Coronavirus pandemic, social distancing and self isolating)
10. To review and approve Standing Orders and Financial Orders
11. Planning (no new planning matters at the time of serving the Agenda)
12. Date and time of next Parish Council meeting:

Nicola Smith
Proper Officer
30/04/2020

Please note that the Parish Clerk will be contacting all the organisations in the Village that would normally provide a report for the Annual Parish Meeting, and will collate a document setting out any annual reports they wish to submit this year. That document will then be placed on the the Village website at alpheton.onesuffolk.net

ALPHETON PARISH COUNCIL

MINUTES OF ANNUAL PARISH COUNCIL MEETING HELD ON 5 MAY 2020

This meeting was held in accordance with the provisions made under the Coronavirus Act 2020 which enabled the Parish Council to hold its meeting by way of video conferencing.

1. Election of Chairman and Vice-Chairman:

Cllr Madeline Gray had confirmed to the Clerk that she would be willing to take the role of Chair for one year. Cllr Jacobs proposed and Cllr Moore seconded the appointment of Cllr Gray as Chair.

Cllr Moore confirmed that he would be willing to take the role of Vice-Chair for one year. Cllr Jacobs proposed and Cllr Gray seconded the appointment of Cllr Moore as the Vice-Chair.

2. Acceptance of Office form:

Clerk has prepared the forms for signature by both the Chair and Vice-Chair and will post those documents for signature and return.

Chair – Cllr Madeline Gray took over the meeting at this point.

3. Apologies: Cllr Rix was unable to attend the meeting due to ill health. County Cllr Richard Kemp was unable to attend the meeting due to ill health. The Parish Council wished both Cllrs a swift return to good health.
4. Declarations of Interest: None.
5. Minutes: Cllr Moore proposed and Cllr Jacobs seconded that the Minutes of 4 February 2020 were a true and accurate record of the meeting. All Cllrs present agreed.
6. Public Forum: no members of the public had requested to join the video conferencing meeting.
7. Correspondence (all general correspondence has been circulated to Cllrs)
8. District and County Cllr Reports:

Report from County Cllr Richard Kemp:

Covid-19 Update

Latest Government advice is available here: www.gov.uk/coronavirus

Latest SCC information is available here: <https://www.suffolk.gov.uk/coronavirus-covid-19/>

Signed.....

Dated.....

SCC meetings: Suffolk County Council have cancelled meetings for the foreseeable future. During this time, the Chief Executive will use her emergency powers to make any necessary decisions on behalf of the Cabinet/Council through the delegated decision-making process. Details of any decisions made will be published on the SCC website.

App and phonenumber to support vulnerable residents: The free app, called Tribe Volunteer, can be downloaded from the Apple App Store and Google Play Store. The telephone number for those in genuine need of help is freephone 0800 876 6926 and will be staffed from 09:00 to 17:00, seven days a week.

The service will mean willing volunteers, charities, town and parish councils, community and religious groups can all log their details and offers of support on an app, while people who need help can phone to request support. As the number of offers and requests grows, they will be matched so that the right help can be given where its most needed. This support could include delivering groceries, medication or essential household goods, in line with Government social distancing guidelines.

School closures and free school meals: More information about school closures in Suffolk is available here: <https://www.suffolk.gov.uk/coronavirus-covid-19/schools-guidance/>

To support children eligible for free school meals, schools will be able to purchase meals or vouchers for supermarkets or local shops. The government has also confirmed that the total value of vouchers offered to each eligible child per week will exceed the rate it pays to schools for free school meals, recognising that families will not be buying food in bulk and may therefore incur higher costs.

Effective immediately, schools will be able to order vouchers directly from supermarkets or shops in their communities to be emailed or printed and posted to families, and they will have their costs covered by the Department for Education.

Bus passes can be used before 9.30: Suffolk County Council is allowing concessionary travel for those with elderly and disabled bus passes early in the morning (before 9.30am). This is to allow these residents to access the exclusive early morning shopping times that supermarkets have arranged for these people.

Public transport services reduced: New timetables are now in place for most public transport services, including buses, trains and community transport until further notice. Suffolk County Council is advertising those who must use public transport to check with their local provider to find out the latest timetable.

Further details can be found at www.suffolkonboard.com or by calling 0345 606 6171.

Signed.....

Dated.....

Funding available for food banks: Suffolk County Council has made £60,000 available to support food banks in Suffolk. It is not clear how this funding can be accessed. I will update you as and when more information about this funding becomes available.

Stay Home, Protect the NHS. Save Lives.

Suffolk County Council submits bid for Government funding for buses

Suffolk County Council has submitted a statement of intent to the Department of Transport (DfT) for £580K to improve some of the county's bus services.

The Council has not yet released details of how they plan to spend this funding. However, we understand that they are not intending to use it to reinstate the subsidised bus services which were cut last summer.

The DfT planned to announce which statements of intent have been successful by the end of April, but it is likely that this will be delayed given the current situation.

Review of School Transport Policy Implementation highlights 19 failings

Suffolk County Council has undertaken an internal review of the implementation of its new school transport policy. The report from the review group identified nineteen failings and was discussed by the Scrutiny Committee on 12 February.

The report highlighted a number of concerns, including: the policy was implemented at the same time as a new IT system and staff restructure, insufficient staff numbers to cope with increased workload, policy poorly communicated to parents and schools; applications and appeals processes too complex; and wellbeing of parents and children suffered as a result of poor implementation.

Scrutiny Committee will review the policy before the end of 2020.

Opt-in for 2020/21 free school transport

Parents are now able to opt-in for free school transport for the 2020/21 school year. This will be the second year of the new school transport policy. The deadline for opting-in is 31 May 2020.

If parents have a child who is already receiving SCC funded school travel, they must opt-in again to continue to receive it. Parents whose child is not eligible for SCC funded school travel but who wish to purchase a spare seat, may do so. The application for spare seats opens on 1 July 2020.

Signed.....

Dated.....

To opt-in or for more information on the SCC school travel policy please visit:

<https://www.suffolkonboard.com/schooltravel/>

97% of pupils receive a place at one of their preferred Secondary Schools on National Offer Day

97% of pupils have received a place at one of their Preferred Secondary Schools in Suffolk on National Offer Day. SCC received 8047 applications from parents indicating which secondary school they would prefer their child from September 2020.

7355 pupils received offers for their first place preference school and 7810 pupils received an offer for one of their three preferred schools. Once school places have been confirmed, parents need to consider how their child will get to and from school. If their child is eligible for SCC funded school travel they will receive an email by the end of March 2020 with details of how to opt-in.

SCC winds DfT funding for next stage of A12 works

Suffolk County Council won £83,000 of funding from the Department for Transport, to develop an Outline Business Case to take forward its plans to improve the A12 East of Ipswich.

This project is specifically looking to increase capacity and improve overall traffic flow at junctions and will explore the potential for a new pedestrian and cycle bridge over the A12.

Streetlights to change to LED in bid to save money and carbon

Cabinet has agreed to invest £9.8m into converting all council-owned streetlights in Suffolk to LED bulbs, with capability for dimming by up to 50%.

This level of investment could potentially be returned through energy savings within 5.5 years of completion, if no dimming applied and assuming energy costs increase at a rate of 8%. If dimming is applied, there would be a return on investment within 4 years. It is also expected to reduce carbon emissions by 60-80%. SCC is hoping to begin work in autumn 2020.

EDF Energy delay application for Sizewell C Development Consent Order

EDF Energy have decided to delay their application for a Development Consent Order for Sizewell C by a few weeks, due to the current situation.

Signed.....

Dated.....

In March, my group were planning to submit a motion asking Suffolk County Council to withdraw support for nuclear power and publicly oppose Sizewell C. However, the Council meeting in March was cancelled. This means that our motion has also been delayed, but we plan to submit it again at the earliest opportunity once meetings at the council start up again.

Report from District Cllr John Nunn

The District has 'bin' waiting

Babergh and Mid Suffolk District Councils are to re-launch their garden waste collections starting 11th May (in area 2 and May 18th for area 1), having stopped them to protect essential collections during COVID-19.

£17m COVID-19 grant funding remains unclaimed by small businesses in Babergh and Mid Suffolk

Over £28m has been awarded to eligible small businesses, shop owners and leisure organisations in Babergh and Mid Suffolk since the launch of the Government's Small Business Grant and Retail, Hospitality and Leisure Grants at the end of March.

Local community groups to receive over £64,000 in emergency funding

Babergh and Mid Suffolk District Council have approved grants totalling more than £64,000 to support local communities in their response to COVID-19.

Babergh and Mid Suffolk communities receive funding boost of more than £4.5 million

Communities across Babergh and Mid Suffolk have been awarded Community Infrastructure Levy funding in excess of £4.5 million since the start of the year.

Cyber cons capitalizing on coronavirus crisis

Babergh and Mid Suffolk District Councils are urging vigilance against rising numbers of coronavirus cons, with over 2,000 online scams identified nationally in the last month alone.

Council meeting to resume remotely

Council meetings for Babergh and Mid Suffolk District Councils are set to resume remotely following the Government's decision to grant local authorities' power to meet and make decisions using digital technology to ensure public safety.

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Small businesses in Suffolk urged to access £200m pot of COVID-19 aid

Eligible businesses across Suffolk are being urged to access grants of £10,000 or £25,000 to help them through COVID-19 crisis.

Further financial support for struggling households in Babergh and Mid Suffolk

Families already struggling with financial hardship are to be given further support to reduce their council tax bills, with letters due through the doors of more than 4,000 households in Babergh and Mid Suffolk over coming days.

£45m COVID-19 grant funding available to small business in Babergh

Over £14m has been awarded to eligible small businesses in Babergh in the first wave of payments from business grant fund created to help businesses through the COVID-19 crisis, with almost £30m still available to claim.

Joint statement on COVID-19 from Babergh and Mid Suffolk's political group leaders

Although the political make-up of both Babergh and Mid Suffolk District Councils is varied and diverse, the resolve to work together to look after our communities, protect the vulnerable and safeguard our local economy during the COVID-19 pandemic is entirely the same.

Business urged to access financial support and guidance during COVID-19 crisis

Businesses in Babergh and Mid Suffolk are being urged to find out what financial support is available to them as well as seeking advice and guidance in the wake of the COVID-19 crisis.

Emergency funding pot available to help local community groups

Community groups and organisations can now apply for immediate grants of up to £2,500 as part of Babergh and Mid Suffolk District Councils' response to COVID-19.

Leader pays tribute to former councillor and respected community stalwart

Babergh District Council leader Cllr John Ward paid tribute to long-serving former councillor Nick Ridley OBE, who died on Tuesday following a short illness.

Homelessness "Everyone in" Scheme

All local Authorities were requested by government to ensure that anyone who was street homeless or currently living in dormitory style emergency housing should be accommodated to minimize the risk of them contracting Covid-19.

A housing Task and Finish Group has been created in response to the Coronavirus pandemic, following the government directive and for local authorities and agencies to source immediate accommodation to those who have certain underlying health

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conditions, have nowhere to safely self-isolate and rough sleepers. The group reports directly to the countywide Collaborative Communities Covid-19 Board as part of the emergency response to the Coronavirus pandemic.

Membership of the HTFG consists of Suffolk's Local Authorities, Children and Young People and Adult Services from Suffolk County Council, CCG, Public Health, Probation and Police – all working in partnership to support the drive to keep residents safe and ensure that everyone has a safe place to stay and sleep.

Report from District Cllr Elisabeth Malvisi

Cllr Malvisi provided a report in the same terms as that set out by District Cllr John Nunn, but in addition her report added the following:

You've already heard about some of the heroes helping Babergh residents through the coronavirus crisis, let us hear about your village's heroes.

Over 1,200 volunteers have already signed up to the Home But Not Alone scheme, which was launched last month by the Suffolk Collaborative Communities Covid-19 Board. The initiative matches volunteers to callers of a helpline for out county's most vulnerable, which is free to call on 0800 876 6926 and is staffed seven days a week, from 09:00 to 17:00. This hotline is for people without family or a friendship network to support them, and who require emergency assistance with care needs (including food), loneliness, or connecting with community volunteers. Although still in its early stages, the scheme has already proved to be a lifeline, with vulnerable residents receiving delivery of shopping and prescriptions from volunteers.

Babergh District Council is offering grants of up to £2,500 to support groups with increased costs incurred as a cost of coronavirus (COVID-19), including general running costs, ongoing staff costs, volunteer expenses, utility bills and purchasing of food or other consumables. Larger requests for funding will be considered under exceptional circumstances.

Now, in addition to offering financial support, and with so many different groups to recognize, the council is launching a #communitychampions social media campaign to encourage community groups to highlight what they are doing – making residents aware of what local help is available as well as generating further support and offers of volunteering. Taking part in the campaign couldn't be easier, simply tag @BaberghDistrict in your social media posts so that these can be shared.

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Cllr Derek Davis, Cabinet Member for Communities for Babergh District Council said:

“During social distancing, we can remain united through kindness and looking out for one another. I’d like to thank communities in Babergh who have demonstrated immense strength and resilience at a time of national emergency. They are doing an amazing job and we want to recognize their efforts.

We still need help to continue this invaluable support and I’d urge anyone wishing to volunteer, as well as any existing community groups, to register on the Tribe Volunteer app, which is available on both Apple and Android. This will enable our communities team to identify where resource is and if there are any gaps in the system, ensuring we can help those who need it most.”

Cllr Malvisi also advised that to date that within the Babergh District there had been 2,000 breaches of social distancing rules and 172 penalties being handed out.

Within Babergh, there are no families in bed and breakfast temporary accommodation. They have been moved into accommodation that was more secure in terms of self-isolating.

Finally, sadly to date there have been a total of 167 within the Babergh District as a result of COVID-19.

9. Clerk/RFO Report:

- i. Consider and approve schedule of items awaiting authorisation.

Income

Shimpling Farm (reimburse of 30 AHEAD sign and cost of installing)	177.96
Precept (1 of 2 instalments – next due in September 2020)	1877.50
Recycling credit	81.62

	2137.08

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Schedule of invoices awaiting authorisation for payment

BDC	annual invoice for litter and dog bin emptying	638	224.20	LGA1972
SALC	annual subscription	639	141.98	LGA 1972
Alpheton & Shimpling PCC				
	2020/21 magazine donation	640	132.00	LGA 1972
	N Smith (salary 06/02 to 05/05)	641	454.08	LGA 1972
	HMRC (06/02 to 05/05)	642	34.20	Inc&Taxes Act

- ii. to approve grass cutting arrangements (subject to any regulations or guidance from UK Government pertaining to the Coronavirus pandemic, social distancing and self isolating). Following discussion the PC agreed to continue with their usual annual grass cutting bearing in mind the current and ongoing situation.

10. **To review and approve Standing Orders and Financial Orders**

Clerk advised that there had been no new updates from NALC or SALC with regards to Smaller Authorities and as such the PC approved both the Standing Orders and Financial Orders.

11. **Planning** (no new planning matters)

It was agreed that Cllr Moore would review the recent CIL changes and email Cllrs about the changes and any possible things that the Parish Council should consider. To discuss at next meeting.

12. **Date and time of next Parish Council meeting:** it was agreed that for now the PC will hold monthly meeting by video conferencing as there is so much news and information related to Covid-19 which is relevant to villagers and the parish and in addition the PC are trying to progress projects in the village. Next meetings are therefore as follows: 2 June, 7 July and 4 August 2020.

Meeting closed: 7.35pm

Signed.....

Dated.....

ALPHETON PARISH COUNCIL

AGENDA

Additional Parish Council Meeting

11th June 2020 at 7pm by way of video conferencing

1. Apologies
2. Declarations of Interest
3. Approve Minutes of the Annual Parish Council Meeting dated 5 May 2020
4. Public Forum
5. District and County Council's Report (if available for this additional meeting)
6. Matters Arising (updates)
7. Footpath from Church Lane towards Bridge Street
8. To consider an application under the Rural mobility Fund for a new footpath from Tye Green to the layby at Clapstile corner
9. Date and time of next Parish Council meeting: 7 July 2020 at 7pm (to include Audit update at that meeting)

Members of the public are welcome to join the meeting. Please contact the Parish Clerk on alphetonpcclerk@gmail.com or by telephone on 07817 170906 if you wish to join this meeting.

Nicola Smith
Proper Officer
05/06/2020

ALPHETON PARISH COUNCIL

MINUTES OF ADDITIONAL PARISH COUNCIL MEETING

HELD ON 11TH JUNE 2020 AT 7PM (REMOTELY BY WAY OF VIDEO CONFERENCING)

1. Apologies: County Cllr Richard Kemp, and District Cllrs John Nunn and Elisabeth Malvisi were unable to attend the meeting as it was on the same evening as the Long Melford Parish Council scheduled meeting.
2. Declarations of Interest: Cllr Trevor Rix declared an interest in any decision making regarding his brother Peter Rix carrying out refurbishment works to the adopted BT Phonebox on the Old Bury Road.
3. Minutes: Approved draft Minutes of the Annual Parish Council meeting on 5 May 2020: proposed: Cllr Jacobs seconded: Cllr Moore
4. Public Forum: no members of the public had requested to join the video conferencing meeting.
5. District and County Cllr Reports:

County Cllr Richard Kemp's report.

COVID-19 UPDATE - Summary

Latest Government advice is available here: www.gov.uk/coronavirus

Latest SCC information is available here: <https://www.suffolk.gov.uk/coronavirus-covid-19/>

Covid-19 testing in Suffolk:

Testing is a key part in the national Covid-19 response, with the testing facility at Copdock being well used. You can ask for a test for yourself, if you have Coronavirus symptoms now (a high temperature, a new continuous cough, or loss or change to your sense of smell or taste), and for someone you live with if they have Coronavirus symptoms.

A regional testing centre for Suffolk and surrounding areas can be found at the **London Road Park and Ride, Copdock, Ipswich**. It is open from 8am to 7pm, every day.

There are also various mobile testing units across Suffolk. In addition, home testing kits can be requested.

Home, but not Alone:

Find support during the Coronavirus (COVID-19) pandemic, including our emergency phonenumber if you need urgent help - 0800 876 8700 - This is a free telephone service

Looking after your mental and physical health while at home:

Explore advice to keep yourself healthy during the COVID-19 crisis, including Keep Moving Suffolk and Five Ways to Wellbeing.

Parent guidance about schools during COVID-19 pandemic:

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From 1 June it is expected that school will gradually begin to reopen to more pupils, in addition to accommodating children of key workers and vulnerable pupils. The phased opening of schools will start with pupils in nurseries, reception, year one and year six. Secondary schools and other schools such as pupil referral units and special schools will also gradually increase the number of children and young people they can accommodate. For secondary schools this will start with year 10 and year 12. Suffolk County Council has been supporting schools in preparing for the possibility of increased pupil numbers and have provided all schools with a risk assessment checklist.

Important: *It is not compulsory for parents to send their children to school at this time and there will be no penalties for families who choose to keep children at home.*

Active travel improvements for cycling and walking:

Find out what safe spaces have been created for you to walk or cycle in Suffolk - as part of plans to move out of COVID-19 lockdown.

Suffolk County Council has confirmed that local councils and communities can make some small-scale temporary changes to pavements without needing to seek consent from the county council. These will be local safety measures on pavements that outline queuing areas, social distancing reminders or simple painted markings on pavement surfaces for pedestrians. However, if the activity that the community wants to carry out requires working on or in the road, then the county council will need to be contacted first. If communities are unsure of where their proposed changes fit, they are encouraged to contact the county council at: transport.schemes@suffolk.gov.uk.

We have also been encouraging the county council to make more radical changes to the road layout to support cycling and walking. The Department for Transport has announced a £2bn package to boost cycling and walking capacity in the UK, and this is an opportunity for councils to tackle historic congestion problems by encouraging a change in the behaviours of their residents by giving a fairer share of road space to walkers and cyclists.

Suffolk's response to Coronavirus (COVI-19):

Find out what Suffolk County Council is saying about the local COVID-19 situation, and how to follow live updates from us.

Advice for businesses regarding Coronavirus (COVID-19):

Learn what support is available for businesses in Suffolk to cope with the effects of Coronavirus (COVID-19).

Recycling Centres reopen with booking system

Suffolk County Council have reopened household waste recycling centres, following weeks of closure due to the lockdown. They are operating on a booking system, to help reduce traffic disruption on roads around the sites and support social distancing on site for staff and members of the public. Members of the public will need to book a 15-minute slot online at www.suffolk.gov.uk/recyclingcentres or by calling 0345 606 6067. It is not possible to access the sites without a booking.

The following temporary rules apply:

- No access to site without pre-booking
- Cars, car-derived vans, and pedestrians only – no larger vans, trailers or commercial-type vehicles
- One adult to unload, unless 2 adults needed for heavy items
- No staff assistance to unload vehicles

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- Chargeable DIY waste (soil, rubble and hardcore) will be accepted, but payment must be made using contactless cards only
- No trade waste, textiles or re-use items accepted

Domestic Abuse helpline available 24/7

The existing Domestic Abuse Outreach Service, run by Suffolk County Council and Anglia Care Trust, has extended its **0800 977 5690** freephone number to be available 24 hours a day, seven days a week.

Anyone with concerns including professionals who may be supporting clients, as well as friends and families who are concerned for loved ones, can access this local support.

People in Suffolk to benefit from a virtual care response

Suffolk County Council, in partnership with RETHINK Partners and Alcove are providing virtual care and support to vulnerable or shielded people.

The service is provided through the rapid roll-out of the Alcove Video Carephone, a simple communication device that allows people with little or no technological ability to have two-way video contact with care workers, family members and other approved service providers. This will help with tasks that don't require face-to-face visits and therefore limit their exposure to infection. For example, carers can check visually if medications are being taken, set prompts and reminders or carry out welfare and wellbeing checks.

Users are being supported to set up the Alcove Video Carephones remotely and their friends and family members can also be added during set-up. The Council is working closely with care providers and partners to identify the most appropriate people, to receive the device.

EDF submits application for Sizewell C DCO

On 27 May, EDF submitted an application for a development consent order for Sizewell C to the Planning Inspectorate.

I am very concerned about EDF's decision to go ahead with an application during the current crisis, as it will be much more difficult for the public and stakeholders to fully scrutinise the plans and participate in the consultation

District Cllr Elisabeth Malvisi's report

I'm sorry not to be able to join you however I have put together a report to update you on what has been happening at Babergh during lockdown.

1. We're rooting for new parents during COVID-19 and beyond

The Tree for Life scheme in Babergh and Mid Suffolk which offers a free tree for new parents, is now open for 2020 applications allowing families to apply from home during the coronavirus outbreak.

Recognising that new parents may be feeling more isolated than usual, and looking for something to look forward to with their new arrival, Babergh and Mid Suffolk District Councils have now opened their Tree for Life applications.

Signed.....

Dated.....

It is open to all families in the districts who welcome a new arrival between 1 January and 31 December 2020, in addition to parents who may have lost a child during the same period to apply for a remembrance tree.

The initiative offers parents with a new born or newly adopted child the chance to mark their arrival by planting a tree.

It aims to benefit families, communities and the environment by boosting tree coverage across the district.

This year's relaunch follows a bumper 2019 scheme with over 400 trees given away earlier in the year, ahead of the coronavirus outbreak.

Tree collection events were held in Stowmarket and Hitcham, where expert help was on hand to advise families on their tree choice and aftercare at home.

Open to all including those without a garden, a selection of trees were also planted with families at key locations in the districts including Needham Lake, Shotley Golden Wood, Broom Hill in Hadleigh, Gallowsfield Wood in Haughley and Sroughton Millennium Green.

In Babergh, where the Tree for Life scheme launched for the first time in November last year, there were 196 applicants.

Mid Suffolk saw a total of 274 successful applications in 2019, a 53% increase in take up compared to 2018.

According to the Office for National Statistics, that means around 30% of families with newborns in our districts applied for the scheme, but now the councils are encouraging even more people to claim their free tree this year.

Go to www.babergh.gov.uk/environment/tree-for-life/ and find out all about how to apply.

2. New grant scheme opens for small businesses

A new Discretionary Grant is now open for businesses based in shared offices or other flexible workspaces, market traders, bed and breakfasts and small charity properties.

As part of the Government's extended package of COVID-19 support, the grant is for businesses who are not eligible for either the Small Business or Retail, Hospitality and Leisure Grant Funds but still have ongoing fixed property-related costs such as rent, license fees, hire or mortgage payments.

To qualify for the Discretionary Grant, businesses must be permanently operating out of either:

- a share of a larger business premises which is rated for business rates purposes (of £15,000 or less or £51,000 or less in the retail, hospitality and leisure sector)
- a regular market stall on the weekly markets in Hadleigh, Stowmarket and Sudbury
- a bed and breakfast premises in a residential property that is subject to council tax and holds a current food safety licence
- a charity premises which is rated for business rates purposes and has a rateable value of £15,000 or less.

Signed.....

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To access the Discretionary Grant, eligible businesses must complete an online application form and provide evidence they operate from a single premises, were trading at the premises on 11 March 2020 and demonstrate a significant fall in income due to COVID-19. The first phase of applications is open until Friday 19 June.

The value of the grants in Babergh and Mid Suffolk range between £2,500 - £5,000 and can only be claimed by businesses who have been unable to access any other grants (excluding the Self-Employed Income Support Scheme). The grant allowance has been set individually by each local authority depending on the level of funding they have received from Government while also aiming to support as many small businesses as possible.

Unlike the Small Business Grant Fund and Retail, Hospitality and Leisure Grant Fund, which allocated grants automatically to certain businesses based on their rateable business rates, the Discretionary Grant will take into account certain factors when determining the grant allocation. These factors include fixed costs, number of employees, ability to trade online, whether a business has had to close completely and the scale of losses due to COVID-19.

SO IF YOU KNOW OF ANY WHO SLIPPED THROUGH THE CRACKS LAST TIME

POINT THEM TO www.babergh.gov.uk/business/business-rates/grant-funding-schemes/
Open for 3 weeks from 29th May.

3. Suffolk works on creating safer places as lockdown measures ease **Businesses, towns and spaces in Suffolk are getting extra help to make them safer and reduce the risk of COVID-19 spreading as lockdown measures are eased.**

Support to make this happen comes from the 'Safer Places' group, part of the [Suffolk Resilience Forum](#), which is made up of local authorities including Babergh and Mid Suffolk District Councils and Suffolk's NHS and Emergency Services.

The Government has announced a phased easing of rules around businesses and other properties opening, starting in June. The group is supporting businesses to meet this national guidance, allowing them to trade safely and keep their customers safe.

As well as the retail sector, councils and public services are looking at their own areas and facilities in readiness for changes in national guidelines, such as car parks. The Safer Places group will also be engaging with local organisations, communities and councillors and organisations to look at tailored solutions for their particular areas. Measures are likely to evolve as guidance changes or improvements are made.

4. Communities benefit from Coronavirus funding boost totalling over £100,000 **Communities have received more than £100,000 in vital funding from Babergh and Mid Suffolk District Councils – helping them to respond to Covid-19 and paving the way for a stronger society.**

Both councils acknowledge the key role of community groups, along with town and parish councils, in easing the challenges faced by residents at this time. In recognition of this and the financial hardships arising from the pandemic, a new Covid-19 Emerging Needs Grant was set up last month, ensuring much-needed funding could be provided to new and existing groups across both districts.

Signed.....

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Grants of up to £2,500 can be applied for to cover increased costs incurred as a result of the Coronavirus. The grant has a straightforward applications process, allowing applicants to receive funding within weeks and resulting in almost 80 applications being submitted to date. This figure is set to increase, with grants continuing to be made available.

The councils' Grants team has responded to 98% of applicants so far and grants totalling more than £101,250 have already been approved. Included within this figure is over £15,000 of funding for local foodbanks. Grants have also been offered to organisations providing meals on wheels, community information services and mental health outreach programmes.

Grant recipient Mencap said: "This grant will ensure that we will be able to provide the helpline service in Babergh and Mid Suffolk to people with a learning disability and their families and carers. In this challenging and unprecedented time, the impact of this will be vital."

The crucial work of community groups has been complemented by the Home, But Not Alone service, set up the county-wide Collaborative Communities Board - providing emergency assistance by linking TRIBE volunteers to vulnerable residents with care needs or loneliness. Since its launch at the end of March, the helpline has received over 8,500 calls.

Babergh and Mid Suffolk District Councils have managed referrals for its districts, including the distribution of vital medication and urgent requests for food. One caller said: "A lady very kindly gave me her direct line number and arranged an emergency food parcel. Although we'd only spoken in the afternoon, the food parcel arrived by 6pm that night, which was absolutely marvellous."

This invaluable support continuing, as the virus and its aftermath remains, is a priority for both councils. Plans are being put in place to cement the community groups and good neighbour schemes created in response to Covid-19, with localities officers from the councils' Communities team aiding with this.

www.babergh.gov.uk/communities/grants-and-funding/how-to-fund-your-project-and-advice/

5. Children to explore the value of food through new competition by #FoodSavvy

Pioneering food saving campaign #FoodSavvy launches a month-long Delicious Drawings competition, this Wednesday 20 May, in collaboration with the East of England Co-op.

The competition will inspire primary school children in Suffolk to get creative about saving and valuing food. Children are invited to draw a picture which shows us how you can stop tasty food from ending up in the bin.

#FoodSavvy is a partnership between the Suffolk Waste Partnership, Norfolk County Council and environmental charity Hubbub.

On average, households across East Anglia waste £810 worth of food every year. However, since the coronavirus restrictions the country's relationship with food has been changing. Nearly 60% of people say they are valuing food more now. Cooking from scratch and families eating together more are just some of the positive shifts in food related behaviours according to new research commissioned by Hubbub.

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The Delicious Drawings competition will provide a great focus for families to talk about the value of food, why eating up every bite is important and gives children an opportunity to create and inspire others to reduce their food waste, changing the world one drawing at a time.

There are some great prizes to be won, from children's cooking kits to East of England Co-op vouchers and the chance for the drawing to be put up in a local Co-op store. If you know a mini artist, chef, or storyteller you can [find out more information on the Food Savvy website](#).

The competition is open to all primary aged children across Suffolk and young artists can enter their masterpieces until Friday 20th June. Winners will be announced by the 20 July.

The Food Savvy website is packed with recipes and ideas to cut down food waste and make your food go further, from planning your shopping to storing food correctly, plus lots of savvy living tips to help with lockdown life.

6. Councils work together to ramp up support during COVID-19

Two Suffolk councils joined forces to help a Sudbury resident maintain her independence despite COVID-19, by delivering urgent minor adaptations to her home.

Resident Melissa Moncrieff uses a wheelchair and was having difficulty attending hospital appointments for ongoing treatment, as she was struggling to get in and out of her home.

In order to maintain her independence, and protect hospital transport drivers and her family, she applied for a grant to install a ramp and make some internal adaptations.

Babergh District Council approved the work as an urgent external project, then worked in partnership with East Suffolk Council to install the much-needed ramp to aid Melissa and her family.

[Minor adaptation grants](#) are available to support urgent minor adaptations such as ramps and stairlifts to residents' homes to help avoid hospital admissions and assist in getting patients discharged.

7. Small businesses to benefit from new innovation and growth fund

Councillors have agreed a £300,000 funding programme for small businesses in towns and villages across Babergh and Mid Suffolk to be allocated over the next three years.

With many businesses currently facing uncertain and difficult times, the new fund scheme from Babergh and Mid Suffolk District Councils will provide a much needed boost to businesses **after the coronavirus crisis** to help sustain and create jobs, provide opportunities to grow and innovate as well as react to the changing business landscape.

Small businesses from start-ups to those looking to expand, will be able to apply for a grant from one of four different funding streams:

- Growth and increased Productivity Fund
- Enterprise and Innovation Fund
- High Street Premises Enhancement Fund
- Environmental Sustainability Fund

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The grants can be used in a variety of ways from improving environmental outcomes and sustainability, accessing professional advice and training, improving disabled access and business frontage or for the development of technology-based business solutions.

The grant value will be up to £2.5k for each of the funds except the Enterprise and Innovation Fund which will have a maximum limit of £5k. The criteria, eligibility and application process will be confirmed once the business grant fund programme is launched later this year.

8. Council committee votes to reject Sproughton development

Babergh District Council refused full planning permission for 49 homes to be built in Sproughton, citing harm to heritage and a lack of proven justifiable need.

9. Coronavirus cons

Unfortunately, opportunistic traders and scammers are taking advantage of the vulnerability of those panicked by COVID-19. If you'd like to help make Suffolk a safe place to live and work, register to be a Trading Standards Consumer Champion and receive a weekly email alert that provides information on scams as well as any doorstep rogues calling at properties in the local area so you can alert your neighbours or residents.

[Register to be a Trading Standards Consumer Champion](#)

Our housing

We've created [further guidance specifically for tenants at this time](#). In order to minimise the risk of spreading the virus [we have reduced our repairs services](#), and are continuing to only carry out essential repairs.

Our communities

With the new [Suffolk helpline](#) now live, we are already [picking up referrals into the system](#) and using the database to refer on urgent requests and other concerns about the vulnerable and their reliance for support onto local services. Each referral is allocated to a Community Officer who has a [geographical area within the district to support](#) and who is already working to understand local services within that area.

We have agreed with our Leaders to carry forward some under spent budget and to apply a "lighter touch" approach to how groups can apply for support. [The Emerging Needs Grant](#) allows groups and organisations to apply for up to £2,500 to cover

Signed.....

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6. Matters arising:

Matter arising	Current position	Next steps
Speed Indicator Device	<p>Clerk has submitted site suitability checklists plus associated paperwork for each of those 10 sites to SCC Highways.</p> <p>Sites as follows:-</p> <p>A134 – 4 proposed sites Old Bury Road – 3 proposed sites Church Lane – 2 proposed sites Avey Lane – 1 proposed site.</p>	<p><i>Awaiting response from SCC for each of the 10 proposed sites and what ones they will approve. Clerk will update once she has heard further from SCC. Once we have confirmation that at least one site is approved then the PC can go ahead and approve which SID they wish to purchase.</i></p> <p><i>Cllr Rix is providing information regarding the different types of SIDs.</i></p>
Defibrillator	<p>Clerk has been in contact with Martin Richards of Long Melford defibrillators and the Clerk at Long Melford PC to obtain information. Cllr Rix has been looking at various types of defibrillators.</p>	<p><i>Need to agree site for the defibrillator.</i></p> <p><i>Once site agreed ensure we have consent to put defib at that site.</i></p> <p><i>Cllr Rix to provide a short report on defibrillators at next meeting so that Cllrs can consider which one that want to purchase.</i></p> <p><i>Look at additional costs such as electricians cost of installing.</i></p> <p><i>Look at funding options to purchase the Defibrillator.</i></p> <p><i>Will need to put a sum of money on the annual Precept to cover the cost of consumables: any contribution to annual</i></p>

Signed.....

Dated.....

		<p><i>electric costs if applicable; cost of replacements pads every two years and a replacement battery approx. every four years.</i></p> <p><i>Once purchase defibrillator will need to add to the PC Asset Register and advise insurers.</i></p>
Replacement Grit Bin on Old Bury Road	Cllr Jacobs and the Clerk have been trying to progress this matter with SCC sub contractor.	<p><i>Agreement with sub contractor that he will remove the damages grit bin and the grit that is in it, and put a replacement grit bin there. Clerk is still chasing the sub contractor but will include SCC and RK into next round of communications to get this simple job done.</i></p>
Refurbishment of Phone Box on Old Bury Road	Clerk has obtained a quotation from Peter Rix to carry out the refurbishment works at £22 per hour but he is unable to say how many hours would be needed.	<p><i>Clerk has left the paint kit with Cllr Trevor Rix.</i></p> <p><i>PC to decide how they wish to proceed with regards to instructing Peter Rix to refurbish the telephone box.</i></p> <p><i>Following discussion - PC agreed that for now they would wait and see what monies were available once the SID and the defibrillators have been purchased and installed before committing to the cost of refurbishing the phonebox</i></p>
Aveley Lane – steps/handrail leading down from 11 Aveley Lane were	Chair Cllr Gray reported this matter and it was followed up by District Cllrs.	<p><i>Damaged items removed and new installed within 24 hours of District Cllrs becoming involved.</i></p>

Signed.....

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damaged. Highways reporting number 279131		586
CIL monies	Cllr Moore is looking how CIL monies work and whether there are any more monies the PC could claim.	<i>Cllr Moore will update over the next few meetings.</i>
Look into whether there is a possibility of applying for a speed reduction on Old Bury Road from 30mph to 20mph.	Cllr Moore asked that the PC consider this.	<i>Clerk will ask County Cllr if he can speak to relevant Highways officer and email over the criteria list for a speed reduction from 30 down to 20mph, so that Cllr Moore can consider whether it would be possible to apply this to Old Bury Road.</i>

7. Footpath from Church Lane towards Bridge Street:
County Cllr Kemp offered to pay for a “no right to cycle” sign that could be attached to the footpath post. Cllrs agreed to this. The hedge around the post needs cutting back so that the footpath sign and the “no right to cycle” are visible to people. Cllr Jacobs will look into this.
8. To consider an application under the Rural Mobility Fund for a new footpath from Tye Green to the layby at Clapstile corner:
The deadline for submitting any applications passed on 4th June, and unfortunately Cllr Kemp had only been made aware of the fund 3 days before the closing date, which had not provided the PC with enough time to convene a meeting and discuss.
9. Date and time of next Parish Council meeting: 27th July 2020 at 7pm, and the meeting will be held remotely.

Meeting closed: 7.35pm

Signed.....

Dated.....

ALPHETON PARISH COUNCIL

The Parish Councillors of Alpheton Parish Council are summoned to a Parish Council Meeting on 27th July at 7pm by way of video conferencing.

AGENDA

1. Apologies
2. Declarations of Interest
3. Approve draft Minutes of the Meeting on 11th June 2020
4. Matters arising (updates)
5. District and County Councillor Reports
6. Public forum
7. Correspondence (all correspondence has been circulated to Cllrs ahead of the meeting):
 - (i) "Round robin" email from Chair at Shimpling Parish Council regarding the possibility of Shimpling forming a Good Neighbour Scheme.
8. Clerk/RFO report:
 - (i) Schedule of items awaiting approval;
 - (ii) Income and Expenditure to date in 2020/2021.
 - (iii) Audit – due to the volume of work under matters arising the Annual Governance and Accountability Report for 2019/2020 will be put before the Parish Council at their next meeting on 4th August 2020.
9. Planning: No new planning matters at the time of serving the Agenda
10. Date and time of next Parish Council meeting: 4 August 2020 at 7pm to be held remotely by Zoom, unless other instructions are agreed by the Parish Council.

Members of the public are welcome to join the meeting. Please contact the Parish Clerk on alphetonpcclerk@gmail.com or by telephone on 07817 170906 if you wish to join this meeting.

Nicola Smith
Proper Officer
22/07/2020

ALPHETON PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING

HELD ON 27th JULY 2020 AT 7PM (REMOTELY BY WAY OF VIDEO CONFERENCING)

1. Apologies: All Parish Cllrs present.
2. Declarations of Interest: Cllr Rix declared an interest in the footpath matter being updated under item 4, as he is a land owner on part of the footpath.
3. To consider and approve the draft Minutes of 11th June 2020: Cllr Rix proposed and Cllr Jacobs seconded that the Minutes were an accurate record of the meeting. All Cllrs present agreed.
4. Matters arising (updates):

Matter arising	Current position	Next steps
Speed Indicator Device	<p>Clerk has submitted site suitability checklists plus associated paperwork for each of those 10 sites to SCC Highways.</p> <p>Sites as follows:-</p> <p>A134 – 4 proposed sites Old Bury Road – 3 proposed sites Church Lane – 2 proposed sites Aveley Lane – 1 proposed site.</p>	<p><i>Awaiting response from SCC for each of the 10 proposed sites.</i></p> <p><i>In meantime, confirmation from SCC that villages are only permitted to use 1 Speed indicator Device at any given time, so 2 could not be in operation in the village.</i></p> <p><i>Cllr Rix had sent out information to all Cllrs regarding purchasing the SID from manufacturer abroad. Clerk had obtained some info from SALC. Further discussion at meeting and <u>it was agreed on a vote of 4:1 that the SID device would be purchased from a UK supplier (maintenance and repairs being the main reasons for this vote outcome).</u></i></p> <p><i>It was agreed that Cllr Rix will resend the information</i></p>

Signed.....

Dated.....

		<p><i>regarding the type of Speed Indicator Device so that Cllrs could consider exactly what device they would prefer to purchase.</i></p>
Defibrillator	<p>Clerk has been in contact with Martin Richards of Long Melford defibrillators and the Clerk at Long Melford PC to obtain information.</p> <p>Cllr Rix has been looking at various types of defibrillators.</p>	<p><u>Village Hall site</u></p> <p><i>We now have confirmation from the Village Hall Committee that they consent to a defibrillator being mounted on the outside of the VH.</i></p> <p><u>Alpheton Garage site</u></p> <p><i>Chair and Clerk met with the owner of the garage and went through various options but none are suitable on the garage site.</i></p> <p><u>Bus shelter</u></p> <p><i>Cllrs Grey, Jacobs and Rix had a meeting here, together with the electrician who installed the Long Melford defibs. Towards the end of that meeting, the owner of Alpheton Garage spoke with them and very kindly offered to supply mains electricity from her house, to power a defibrillator on the northern end of the bus shelter.</i></p> <p><u>Funding</u></p> <p><i>VH Committee have offered a donation of £100 towards the cost or installation of a defibrillator on the outside wall of the VH.</i></p>

Signed.....

Dated.....

		<p>Further funding needs to be secured to purchase. Leaflet being distributed to households in the village.</p> <p><u>Type of defibrillator</u> To be agreed. The type that Long Melford have purchased are costing @£1350 each plus @£200 to install.</p>
Replacement Grit Bin on Old Bury Road	Cllr Jacobs and the Clerk have been trying to progress this matter with SCC sub contractor.	<p><i>Damaged grit bin has now been removed.</i></p> <p>New grit bin needs to be installed. Clerk and Cllr Jacobs still pursuing the matter.</p>
Refurbishment of Phone Box on Old Bury Road	Clerk has obtained a quotation from Peter Rix to carry out the refurbishment works at £22 per hour but he is unable to say how many hours would be needed.	PC has agreed for now to see how much monies need to be spent on the other ongoing projects and then consider at a later date the refurbishment of the Old Phone Box.
Public footpath grass cutting Bridge Street to Church Lane	Grass is very overgrown. Initial report was for the area before and after little bridge across the Chad river from Bridge Street to Church Lane, Alpheton, but upon further inspection the whole route is overgrown.	<p>Chair Cllr Gray reported on highways reporting tool under reference 12695 and 12689 footpath 4.</p> <p>This does come under the routine SCC cut schedule which is usually April/May. The next cutting schedule starts in August through to September.</p> <p>However, the landowners noted that it was causing concern for parishioners and cut back the footpath.</p>

Signed.....

Dated.....

5. District and County Cllrs reports: attached.
6. Public Forum: No members of the public present.
7. Correspondence:
 - (i) "Round Robin" email from Chair at Shimpling Parish Council regarding the possibility of Shimpling forming a Good Neighbour Scheme". Following on from this correspondence Alpheton Parish Council have had a number of people comment that they would be interested if there was a joint GNS between Alpheton and Shimpling. Clerk had conveyed that to Chair at Shimpling PC and we will await any update.
8. Clerk/RFO report:-
 - (i) No items awaiting payment at the current time.
 - (ii) Income and Expenditure to date in 2020/2021

Income

Precept (1 of 2 payments. Second payment due in September)	1877.50
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Expenditure

Babergh – annual dog and litter bin emptying	224.40
SALC – annual subscriptions	141.98
N Smith salary (from 06/02 – to 05/05)	454.08
HMRC – tax and NI	34.20
	854.66

- (iii) Audit – due to the volume of work under matters arising the Annual Governance and Accountability Report for 2019/2020 will be put before the Parish Council at their next meeting on 4th August 2020.
9. Planning: No new planning matters at the time of serving the Agenda.
 10. Date and time of next Parish Council meeting: 4 August 2020 at 7pm to be held remotely by Zoom, unless other instructions are agreed by the Parish Council.

Meeting closed: 7.40pm

Signed.....

Dated.....

ALPHETON PARISH COUNCIL

The Parish Councillors of Alpheton Parish Council are summoned to an Additional Parish Council Meeting on 4th August 2020 at 7pm by way of video conferencing.

AGENDA

1. Apologies
2. Declarations of Interest
3. Public forum
4. To consider and approve the Annual Governance and Accountability Report 2019/20:-
 - (i) To consider and approve Certificate of Exemption for 2019/20;
 - (ii) To consider and approve Annual Internal Audit Report for 2019/20;
 - (iii) To consider and approve Annual Governance Statement 2019/20;
 - (iv) To consider and approve Accounting Statement 2019/20.
5. Date and time of next Parish Council meeting.

Members of the public are welcome to join the meeting. Please contact the Parish Clerk on alphetonpcclerk@gmail.com or by telephone on 07817 170906 if you wish to join this meeting.

Nicola Smith
Proper Officer
29/07/2020

ALPHETON PARISH COUNCIL

MINUTES OF ADDITIONAL PARISH COUNCIL MEETING

HELD ON 4TH AUGUST 2020 AT 7PM (REMOTELY BY WAY OF VIDEO CONFERENCING)

1. Apologies: Parish Cllrs John Nunn and John Moore sent their apologies to the meeting, as they had prior commitments.
2. Declarations of Interest: None.
3. Public Forum: No members of the public present.
4. To consider and approve the Annual Governance and Accountability Report 2019/20:-
 - (i) To consider and approve Certificate of Exemption for 2019/20. *Cllrs all agreed the terms of the Certificate of Exemption and duly approved;*
 - (ii) To consider and approve Annual Internal Audit Report for 2019/20. *Cllrs approved the Annual Internal Audit Report 2019/20 and noted that the fees from Alpheton Garage that had not been paid in the previous financial year had been paid in this financial year along with the 2019/20 fees, as expected income;*
 - (iii) To consider and approve Annual Governance Statement 2019/20. *Cllrs all approved the Annual Governance Statement 2019/20;*
 - (iv) To consider and approve Accounting Statement 2019/20. *Cllrs had received the Accounting Statement ahead of the meeting, together with supporting documentation to demonstrate, funds carried forward, and the end of year bank statement figures which agreed with the cashbook for 2019/20. Cllr all approved.*

Clerk will obtain a “wet signature” to necessary pages of the AGAR from the Chairman, in accordance with the guidance provided by the external auditors and then submit to the external auditors.

5. Date and time of next Parish Council meeting: Clerk had just received details of a planning matter, so an additional meeting was agreed for 18th August 2020 at 7pm.

Meeting closed: 7.20pm

Signed.....

Dated.....

ALPHETON PARISH COUNCIL

The Parish Councillors of Alpheton Parish Council are summoned to an Additional Parish Council Meeting on 18th August 2020 at 7pm by way of video conferencing

AGENDA

1. Apologies
2. Declarations of Interest
3. To consider and approve the draft Minutes of the meetings on 27 July 2020 and 4 August 2020
4. Public Forum
5. Planning:
 - (i) Application DC/20/03232 – The Old Rectory, Old Bury Road, Alpheton CO10 9BT. Householder application – replacement of internal wiring, repairs to internal walls/ceiling and replacement of doors and windows to the Old Barn.
6. Cllrs reports
7. Date of next meeting: 6th October 2020 at 7pm

Members of the public are welcome to join the virtual meeting. Please contact the Parish Clerk on alphetonpcclerk@gmail.com or telephone 07817 170906 if you wish to join the meeting.

Nicola Smith

Parish Clerk

14/08/2020

ALPHETON PARISH COUNCIL

MINUTES OF ADDITIONAL PARISH COUNCIL MEETING

HELD ON 18TH AUGUST 2020 AT 7PM (REMOTELY BY WAY OF VIDEO CONFERENCING)

1. Apologies: Parish Cllr John Nunn sent his apologies. County Cllr Richard Kemp and District Cllr Elisabeth Malvisi sent their apologies for the meeting.
2. Declarations of Interest: Cllr Rix declared an interest in item 5. He is an adjoining organic farmer and his brother lives next door.
3. To consider and approve the draft Minutes of the meetings on 27 July 2020 and 4 August 2020:
Cllr Rix had emailed the Clerk just prior to the meeting to request an amendment to the 27 July Minutes. It was agreed Clerk will make amendments and Minutes will be put before the PC at the meeting on 6 October 2020.
Minutes of 4 August 2020 – Cllr Jacobs proposed and Cllr Rix seconded that the Minutes were a true and accurate record of the meeting.
4. Public Forum: No members of the public present.
5. Planning:
 - (i) Application DC/20/03232 – The Old Rectory, Old Bury Road, Alpheton, CO10 9BT. Householder application – replacement of internal wiring, repairs to internal walls/ceiling and replacement of doors and windows to the Old Barn.

Cllr Rix declared an interest – see item 2 of the Agenda.

Cllrs had the following discussion:-

- The building principally comprises a late C17th barn with later lean-to additions;
- Last known use of the building was as an artists' studio and domestic storage having previously been used as an artist's studio, however the nature and orientation would suggest its use for the storage of cereals and threshing;
- The applicants are proposing to use the building as a one-man operated mill of organic flour using traditional methods and using locally sourced organic grain; this idea has met with very positive interest from potential local outlets. The applicants have been advised that Planning Permission will not be required for the use of this outbuilding as a grain mill;
- The application states that "The project has been discussed informally with neighbours and the farmers whose land surrounds the property and has met with positive support. It has also been similarly positively discussed with other villagers"; and

Signed.....

Dated.....

- “there will be no appreciable increase in local traffic”; and
- “the motor (housed within the building) that drives the two millstones [is] further contained within its own sound-retardant housing, will create minimal externally audible sound. The barn is additionally shielded from the nearest neighbouring house by a larger barn and by existing mature trees. Any possible sound escape from the building will fall significantly below permitted levels”.

Cllrs on the whole were positive about the application but did have some reservations relating to the potential for the scale of the business to increase beyond the one person operated business as set out in the application, either by the current owner or indeed any subsequent owner, which would bring with it potential for increased traffic flow and possibly noise. If the mill was operated as envisaged in the application there should be minimal impact on traffic movement along Old Bury Road. However, if the envisaged use generates more traffic (eg if the flour is sold from the property; holding of “open days”, milling demonstrations and other events attracting visits by the public) then the applicant should be encouraged to mitigate, somehow, the impact of such additional traffic along Old Bury Road, particularly that part of the road from the Village Hall to the drive leading to the Mill.

It was agreed that Cllr Moore would try to speak with the Applicant prior to the Parish Council submitting their response to the planning department by the deadline of 24 August 2020. Cllr Moore will report back to Cllrs prior to the deadline and provide the Clerk with suitable agreed wording as a response to the application.

6. Cllrs reports:

Cllr Moore reported that he would look through the Babergh 5 year land supply email that the Clerk had forwarded on to Cllrs and report back on any particularly relevant matters to the village, at the next meeting.

7. Date and time of next Parish Council meeting: 6th October 2020 at 7pm

Meeting closed: 7.25pm

Signed.....

Dated.....

ALPHETON PARISH COUNCIL

The Parish Councillors of Alpheton Parish Council are summoned to a Parish Council Meeting on 6th October 2020 at 7pm by way of video conferencing

AGENDA

1. Apologies
2. Declarations of Interest
3. To consider and approve the draft Minutes of the meetings on 27 July 2020 (amended) and 18 August 2020.
4. Matters arising (updates from previous meeting).
5. Public Forum.
6. District and County Cllrs reports
7. Correspondence (all correspondence has been forwarded to Cllrs ahead of the meeting):
 - (i) Email regarding registering interest in Community Funding for Quiet Lanes;
 - (ii) Email from Sudbury and District Citizens Advice providing an Impact Report for 2019/20;
 - (iii) Email correspondence from Mr Huber at Spartan Group regarding a potential planning proposal within the parish (planning application not yet submitted).
8. Defibrillator:-
 - (i) Donations received to date;
 - (ii) Liaise with VH Committee to determine where to mount defibrillator and how to implement the power supply;
 - (iii) Who will be supplying and installing the defibrillator (obtain precise cost).
9. Consider draft precept for 2021-22.
10. Clerk/RFO's report.
11. Planning: no new planning matters. For recent planning decisions see matters arising.
12. Parish Cllrs reports (if any available)
13. Date of next meeting: 1st December 2020 at 7pm

Members of the public are welcome to join the virtual meeting. Please contact the Parish Clerk on alphetonpcclerk@gmail.com or telephone 07817 170906 if you wish to join the meeting.

Nicola Smith

Parish Clerk

01/10/2020

ALPHETON PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING

HELD ON 13TH OCTOBER 2020 AT 7PM (REMOTELY BY WAY OF VIDEO CONFERENCING)

1. Apologies: Parish Cllr John Moore sent his apologies. District Cllr Malvizi and County Cllr Richard Kemp also sent their apologies as they had prior engagements.
2. Declarations of Interest: None
3. To consider and approve the draft Minutes of the meetings on 27 July 2020 (amended) and 18 August 2020:
 Cllr Jacobs proposed and Cllr Rix seconded that the Minutes of 27 July 2020 as amended were a true and accurate record of the meeting. All Cllrs present approved.
 Chair Cllr Gray proposed and Cllr Nunn seconded that the Minutes of 18 August 2020 were a true and accurate record of the meeting. All Cllrs present approved.
4. Matters arising:
 - (i) Planning matter DC/20/03232 and DC/20/03233 (Listed Building Consent)– The Old Rectory, Old Bury Road, Alpheton – repairs and alterations as per Design and Access Statement. *Planning permission has been granted.*
 - (ii) Speed Indicator Device – awaiting response from SCC Highways. The PC has submitted 10 locations and SCC have advised that a maximum of 6 is permitted within a parish.
 - (iii) Defibrillator – update at item 8 of the Agenda.
 - (iv) Grit bin replacement on Old Bury Road – still trying to get old one removed and new replacement.
5. Public Forum:
 - (i) Mr Huber of Spartan Group explained to the meeting that he wished to have an informal chance to meet and discuss Spartan Groups future application in relation to the land at Lynwold. They will, regardless of what is discussed, be putting in an application, but wondered if there was any way that they could work with the Parish Council. Clerk stated that the objections in relation to previous planning applications at this site are well documented on the Babergh planning portal. Mr Huber stated that Spartan Group would usually have some form of community engagement process usually in village halls and invite residents along to look at the plans and discuss. Clerk indicated that it was a process often seen and if Spartan Group felt as though it was something they could do safely in the current climate then that was a matter for them. If they were going to have any pre-application meetings with any SCC highways officers then APC would appreciate attending a site meeting in relation to that as it is documented repeatedly as a major concern.

Signed.....

Dated.....

6. District and County Cllrs reports:

Attached to these Minutes.

7. Correspondence (all correspondence has been forwarded to Cllrs ahead of the meeting):

- (i) Email regarding registering interest in Community Funding for Quiet Lanes. *Following discussion it was agreed that this would not be pursued;*
- (ii) Email from Sudbury and District Citizens Advice providing an Impact Report for 2019/2020. *Following discussion and vote, it was agreed that the Parish Council would make a donation of £50 towards the ongoing costs of the CAB advising people in Sudbury and the surrounding villages including Alpheton. They do a great deal of work assisting and advising people with debt issues and during the pandemic the Parish Council appreciated that service may be required more so now than before.*
- (iii) Email correspondence from Mr Huber at Spartan Group regarding a potential planning proposal within the parish (planning application not yet submitted). *Please see Item 5 Public Forum.*

8. Defibrillator:

- (i) Donations received to date –
- (ii) Liaise with VH Committee to determine where to mount defibrillator and how to implement the power supply. Cllr Moore was at a VHC meeting that evening and would revert back to the PC on these questions;
- (iii) Who will be supplying and installing the defibrillator and cabinet (precise costs to be obtained).

The Parish Council agreed that Gryphon First Aid Unit would supply as they had been the most reasonable on costs.

Parish Council agreed to instruct electrician Mr Vic Regan. He is able to undertake the electrical work and also provide the appropriate certificates to sign off the electrical installations.

Cllr Rix had been calculating the costs of the first defibrillator and there was a shortfall of £125. A parishioner had kindly agreed to meet any shortfall. Cllr Rix will contact the parishioner and arrange for the £125 to be bank transferred to the Parish Council.

The second defibrillator is to be financed from Parish Council monies. Clerk will enquire whether CIL monies can be used or not. If not, then the Parish Council did have enough reserves in any event to purchase the second defibrillator.

Cllr Rix will obtain an exact quote from Gryphon for the supply of the equipment and an indication of the cost of installation from Mr Regan.

Signed.....

Dated.....

9. Consider draft Precept for 2021-22

	2020-21	2021-22
<u>INCOME</u>		
Precept	3755.00	?
Recycling credits	200.00	170.00
Garage licence	950.00	950.00
	4905.00	?
<u>EXPENDITURE</u>		
Clerk's salary	1995.00	1995.00
Clerk's expenses	80.00	80.00
Audit fees	0.00	0.00
Hire of Hall	120.00	120.00
Insurance/subs SALC/CAS	400.00	420.00
Grass cutting	1400.00	1250.00
Donations	50.00	50.00
Village Magazine	150.00	150.00
Dog and litter bins	230.00	230.00
Chairs expenses	50.00	50.00
Training	200.00	200.00
Parish Election costs 2019	30.00	30.00
Contingency	200.00	200.00
Defibrillator		to be agreed
	4905.00	?

CLLrs agreed the draft as above, but without any tax base rate yet to be released from BDC. With regards to the amount for the defibrillator that could be discussed at the next meeting once Cllr Rix received a quotation giving a better idea of overall costs, including that of the electrician.

CLLrs to consider further at meeting on 1 December 2020.

10. Clerk/RFOs reportSchedule of Income and Expenditure to be approvedIncome

Precept 2/2 payments	1877.50
Defibrillator monies	490.00

Signed.....

Dated.....

Expenditure

Webhosting	60.00
PC Insurance	207.48
N Smith	856.40
(salary from 06/05/20 to 06/10/20)	

11. Planning: no new planning matters.

12. Parish Cllrs reports:

- (i) Hedgerows – recent BDC communication. District Cllr Malvisi had asked whether this is something that the PC wished to consider at the land near the VH. Cllr Rix advised the landowner was Mr Pawsey. Cllr Rix concern was who would maintain the hedgerows once they were planted. Following discussion Cllrs agreed not to pursue.

13. Date and time of next Parish Council meeting: 1 December 2020 at 7pm

Meeting closed: 8.15pm

Signed.....

Dated.....

ALPHETON PARISH COUNCIL

The Parish Councillors of Alpheton Parish Council are summoned to a Parish Council Meeting on 1st December 2020 at 7pm by way of video conferencing

AGENDA

1. Apologies
2. Declarations of Interest
3. To consider and approve the draft Minutes of the meetings on 6 October 2020
4. Matters arising (updates from previous meeting).
5. Public Forum.
6. District and County Cllrs reports
7. Correspondence (all correspondence has been forwarded to Cllrs ahead of the meeting):
8. To consider, and if appropriate, co-opt two vacancies for Parish Cllr positions.
9. To finalise draft Precept for 2021-22 (following on from meeting on 6 October 2020)
10. Clerk/RFO's report.
 - (i) Resignation of Parish Clerk/Proper Officer/RFO. To discuss process of advertising vacancy etc;
 - (ii) Schedule of any items awaiting approval for payment.
11. To consider and agree meeting dates for 2021
12. Planning: no new planning matters.
13. Parish Cllrs reports.
14. Date of next meeting: to be agreed at this meeting.

Members of the public are welcome to join the virtual meeting. Please contact the Parish Clerk on alphetonpcclerk@gmail.com or telephone 07817 170906 if you wish to join the meeting.

Nicola Smith

Parish Clerk

26/11/2020

ALPHETON PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING

HELD ON 1ST DECEMBER 2020 AT 7PM (REMOTELY BY WAY OF VIDEO CONFERENCING)

- 1 Apologies: Apologies received by Cllr Richard Kemp and Cllr Elizabeth Malvisi owing to unsuccessful attempts to join the meeting via video conferencing. The Parish Council Clerk was also unable to attend.
(Cllrs agreed that the meeting was quorate and should continue with the Chair taking the minutes).

- 2 Declarations of Interest: None

- 3 To consider and approve the draft Minutes of the meeting held on. 13th October 2020. Cllr Katie Jacobs proposed and Cllr John Nunn seconded that the minutes of the meeting held on 13th October 2020 were a true and accurate record of the meeting. All Cllrs present approved.

- 4 Matters Arising: (updates from the previous meeting)
 - (i) SCC has confirmed the six sites for positioning SIDs. Councillors were able to view sites by means of Cllr Rix's computer and google maps. The following sites were agreed:
 - (a) A134 – the existing site of the mobile TVAS post at the northern end of the A134;
 - (b) on the east side of the A134 opposite Fir Tree Cottage; new pole to be erected at sufficient height to mount SID at required level;
 - (c) on the southern side of the A134. Height of the pole to be raised with SID and solar panel mounted above the speed camera warning sign;
 - (d) Old Bury Road: position SID on Shop Hill opposite Elliots Cottage and Shop Hill Cottages. Height to be raised to mount SID and solar panel above 30mph repeater sign;
 - (e) Church Lane, Alpheton: position on the opposite side of the road to 'Tanglewood', new pole to be erected at sufficient height to mount SID at required level;
 - (f) Aveley Lane, Bridge Street: position SID on the wide grass verge in front of No1, Aveley Lane. A new pole too be erected at sufficient height to mount SID and Solar Panel at a height so as not to restrict the view of traffic emerging from the side road onto Aveley Lane.
All positions (a-f) allow for SID to be turned to face traffic in both directions. APC will be required to purchase three new poles.

 - (ii) Defibrillators: Decision on purchase of defibrillators deferred until clarification of Council VAT procedures are confirmed.
Councillors were unable to confirm the total amount raised by donations towards the defibrillators. The Parish Clerk to provide details.

 - (iii) Yorkshire Bank: Councillors are waiting for confirmation that Cllr Rix, Cllr Gray, Cllr Nunn are joint signatories for cheques. Agreed that following the departure of our current Clerk on 31st December 2020 all council business should be passed over to the Chair until a new Clerk is recruited.

- 5 Public Forum. No members of the public in attendance.

Signed.....

Dated.....

- 6 District and County Cllrs Reports. *District and County Cllrs reports were circulated to Cllrs prior to the meeting.* Reports received from Cllr Richard Kemp, Cllr John Nunn & Cllr Elizabeth Malvesi
- 7 Correspondence (all correspondence has been forwarded to Cllrs ahead of the meeting)
- (i) Correspondence from the Clerk in relation to site locations for SIDs discussed under Matters Arising.
 - (ii) Correspondence noted from the Clerk in relation to the sum of £1,848.12 of CIL monies available towards purchase and installation of a SID or Defibrillator.
 - (iii) A new instruction from Suffolk Highways 'Working Together to Reduce Speed (*July 2020*) was briefly considered but as not all Councillors had read the report thoroughly, it was agreed to defer any decision to a further meeting,
 - Cllr John Moore agreed to seek clarification about the cost of poles quoted in the report.
 - Agreed the requirement to set up a group of Volunteers to manage a rota system for alternating the SID between sites. At least two people must be involved with suitable ladder/platform set on a level surface including wearing high visibility jackets.
- 8 To consider, and if appropriate, co-opt two vacancies for Parish Cllr positions
The applications received for the two Parish Council vacancies were approved and co-opted onto the Parish Council. (*Chair to request Clerk to formally notify respective new Councillors and forward to them the appropriate paperwork for completion*)
- 9 To finalise draft Precept for 2021-22 (following on from the meeting of 13 October 2020). The draft Precept for 2020-2021 was approved. Noted that the budget for training 2020 was unused. Agreed that training had been put on hold owing to COVID-19 and would be offered to current and new Cllr members when training recommences.
- 10 Clerks/RFP's report.
- Resignation of Parish Clerk/Proper Officer/RFO accepted. APC is a paid-up member of SALC, the Chair to access the SALC website and pursue advertising for a new Clerk.
- (i) Cllrs requested an extraordinary meeting to be held at 7pm on Wednesday 16th December 2020, inviting new members to discuss the role of the Clerk and appropriate job description, as well as look at roles Cllrs may be able to undertake. Agreed to hold meetings between the regular bi-monthly Parish Council meetings to aid communication between Cllrs wishing to discuss pressing queries, issues or projects.
 - (ii) Schedule of any items awaiting approval for payment. Noted and agreed.
- 11 To consider and agree meeting dates for 2021. Agreed meeting dates for 2021 as follows: First Tuesday of the months, 2 February 2021; 6 April 2021; 4 May 2021 (Annual Parish Meeting followed by Annual Parish Council Meeting); 3 August 2021; 5 October 2021; 7 December 2021
- 12 Planning: no new planning matters. Noted.
The Chair reported that a pre notification leaflet from a Property Developer representing a new planning application for Alpheton is to be circulated to all households in Alpheton prior to formal submission to Babergh District Council the following week.
- 13 Parish Councillors reports.
- (i) The Chair reported that following a seasonal grit bin inspection by Cllr Moore, Cllr Jacobs and Cllr Gray all grit bins are full apart from one grit bin reported damaged several months ago. Following a further follow up by County Cllr R Kemp, SCC have promised to replace the damaged bin within the next two weeks.

Signed.....

Dated.....

- (ii) Cllr Moore asked if he could bring two additional requests from Parishioners to the meeting under Any Other Business. Cllr Rix confirmed that AOB was removed from the Agenda approximately 18 months ago. New requests, projects raised by parishioners should be considered under Parish Councillors Reports or added as separate Agenda items.

600

- (iii) Cllr Rix (*on behalf of Cllr Kemp*) announced that Cllr Kemp has a sum of £2,500 which he is planning to give to APC to facilitate the purchase of SIDs but must instigate payment before 31 December 2020. The Chair to contact the Clerk to arrange a formal letter of request to Cllr Kemp.
- (iv) Cllr Moore provided a brief update on the Village Hall. Committee members are making progress with a number of ideas. Parishioners will be informed shortly.
- (v) At the last VH meeting a request to clean-up and make use of the Old Red Telephone Box in Old Bury Road was put forward by a volunteer. Cllrs approved and Cllr Rix confirmed that the BT paint kit is available to whoever wishes to upgrade.

- 14 Date and time of next Parish Council meeting. 2 February 2021 at 7pm (by video conferencing). In view of the difficulties experienced by some members using Skype, the Council will revert back to Zoom for future meetings.

Meeting closed at 9pm

Signed.....

Dated.....

ALPHETON PARISH COUNCIL

The Parish Councillors of Alpheton Parish Council are summoned to an
Additional Parish Council Meeting on

16th December 2020 at 7pm by way of video conferencing (Zoom)

AGENDA

- 1 Apologies
- 2 Declarations of Interest
- 3 To consider and approve the draft Minutes of the meeting held on 13th October 2020: to be discussed at the formal Council meeting on 2nd February 2021
- 4 Matters Arising:
- 5 Public Forum: *(Not applicable for this meeting)*
- 5 District and County Cllrs Reports: to be discussed at the formal Council meeting on 2 February 2021
- 6 Correspondence (all correspondence has been forwarded to Cllrs ahead of the meeting)
- 7 Vacancy for Clerk to the Parish Council
 - (i) to consider the full role of the Clerk
 - (ii) to consider tasks and responsibilities undertaken by Councillors
 - (iii) to agree suitable job description for the Clerk including hours of work, salary, qualifications for advertising via the SALC website
- 8 Clerks/RFP's report: to be discussed at the formal Council meeting on 2 February 2021
- 9 Planning: Any future planning applications to be discussed either at the formal Council meeting on 2nd February 2021 or on another date to be arranged.
- 10 Parish Councillors reports: to be discussed at the formal Council meeting on 2 February 2021.
- 14 Date and time of next Parish Council meeting: the formal Council meeting is to be held on 2 February 2021.

Madeline Gray
Cllr & Chair
Alpheton Parish Council

ALPHETON PARISH COUNCIL

MINUTES OF ADDITIONAL PARISH COUNCIL MEETING

HELD ON 16th DECEMBER 2020 AT 7PM (REMOTELY BY WAY OF VIDEO CONFERENCING)

- 1 Apologies: Apologies were received from Elizabeth Malvesi who is on holiday until 4th January 2021
- 2 Declarations of Interest:
Noted: None
- 3 To consider and approve the draft Minutes of the meeting held on the 1st December 2020
To be discussed at the formal council meeting of 2nd February 2021
- 4 Matters Arising: (updates from previous meetings)
Noted: None
- 5 Public Forum: (*Not applicable for this meeting*)
- 6 District and County Cllrs Reports: to be discussed at the next formal Council Meeting on 2 February 2021.
- 7 Correspondence: (all correspondence has been forwarded to Cllrs ahead of the meeting)
- 8 Vacancy for Clerk to the Parish Council
(i) Cllrs agreed a job description in line with comparable job descriptions advertised on the SALC website from Parishes of a similar size.
(ii) Cllrs agreed that the hours worked by the Clerk should be raised from 4 to 6 hours per week
(iii) Cllrs agreed that the salary (*in line with NALC pay scales*) should be discussed at interview. The appropriate NALC pay scale will be applied dependent on the applicants' relevant skills and experience and knowledge of Local Government.
(iv) Cllr Moore requested a few changes to the wording of the Alpheton Contract of Employment document in particular pages, 13 and 15 to make the document more coherent and reader friendly.
(v) Training from SALC will be available
(vi) Due to the Christmas period, the closing date for applications and subsequent interviews will be scheduled several weeks into the New Year.
- 9 Clerks/RFP's report: to be discussed at the formal Council meeting on 2 February 2021.
- 10 Planning: No new planning applications to report.
- 11 Parish Councillors reports: to be discussed at the next formal Council Meeting on 2 February 2021
- 12 Date and time of next Parish Council:
The Chair reported that a deadline of 22 March 2021 had been given by the Locality Budgets and Members Allowances for the funds provided by Cllr Richard Kemp towards the purchase of a Speed Indicator Device for Alpheton Village.
Councillors agreed to hold an Extraordinary Parish Council Meeting on 13th January 2021 at 7pm via way of video conferencing (*zoom*)

The meeting closed at 8pm