

LITTLE CORNARD PARISH COUNCIL

Minutes of meeting held on 9th March 2021 via Videoconference

Present: Councillors Clive Johnson (Chairman), Ruth Adams, Karen Gilbert, Nick Hammond, Mark Irwin and Nigel Monk.

Attending: James Finch (Suffolk County Councillor), Lee Parker (Babergh District Councillor), D Crimmin (Clerk) and one resident.

Cllr Johnson thanked Cllr Hammond for standing in for him as Chairman over the past 3 months and for all the support that he and his family had received from councillors and residents following the death of his son Matty.

21/016 Apologies for Absence

Cllr Crane sent her apologies.

21/017 Declaration of Interests and Requests for Dispensation

No interests were declared and no requests for dispensation had been received.

21/018 Minutes of Meeting held on 12th January 2021

The minutes of the meeting were approved by the councillors who resolved that the minutes should be digitally signed by the Chairman as a correct record.

21/019 Public Forum

The councillors reviewed James Finch's previously circulated report and he updated councillors on COVID-19, a Rapid Testing Centre in Gt Cornard, SCC's Budget and the fact that Reserves were being used in 2021 / 2022, Highways budget and the remaining SID pole being installed this month. He confirmed that 30mph repeater signs are required for enforcement purposes. He also declared that he planned to stand for re-election in May.

Lee Parker updated councillors on COVID Business Grants, Brown Bin collections, car parking charges, Belle Vue and the Blackhouse Lane flooding issue being addressed this month by SCC Highways.

21/020 Emails circulated

Cllr Johnson noted that he had received the Clerk's plan to retire towards the end of 2021. He also suggested that the Annual Parish Meeting be held on Tuesday 13th April 2021 at 7pm over Zoom, which the councillors supported.

21/021 Clerk's Report (Appendix A)

After the councillors reviewed the Clerk's Report there were no actions required of the Clerk.

21/022 Finance

- a. All cheques signed and due for signing, as itemised in the RFO Report (Appendix B), were authorised by the councillors. The councillors also noted the income received since the last meeting and reviewed the Statement of Accounts against the budget and the bank reconciliation against the bank statements.
- b. The Councillors resolved that the Earmarked Reserves as at the 1st April 2021 should be:

Asset Replacement	£1,000.00
Election	£1,200.00
CIL	£0.00
Village Hall	£5,250.00
	<hr/>
	£7,450.00

Signed _____

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- c. The councillors resolved to renew the footpath cutting contract for 2021 with David Gotts. The councillors would like to thank him for the work undertaken in 2020.
- d. The councillors resolved to donate £200 towards the costs of producing the parish magazine.

21/023 Planning

- a. The councillors reviewed **Planning Application DC/21/00821 Church Of All Saints Kedington Hill** -Application for Listed Building Consent - Replacement covering for porch roof and resolved to support the application.
- b. There were no planning applications received after the agenda was posted.
- c. The councillors reviewed the status of previous applications and appeals (Appendix C).

21/024 Neighbourhood Plan

As the qualifying body, the councillors considered the draft Little Cornard Neighbourhood Plan for its publication as the Pre-Submission Version under the Neighbourhood Planning (General) Regulations 2012 (Regulation 14). The parish council will compile any issues it has with the draft at the May 2021 meeting. The councillors resolved unanimously to proceed with the Regulation 14 stage of the NP process.

21/025 Quiet Lanes

Cllr Irwin outlined the current status with the Quiet Lane project and it is hoped that the estimated costs to LCPC of £1,200 will be reduced with enhanced funding to the scheme. All roads proposed by LCPC for the scheme have been accepted and signage locations are to be reviewed by SCC Highways. An update for the Easter Magazine has been prepared and the scheme will be presented to residents at the Annual Parish Meeting, which will be held over Zoom on Tuesday 13th April 2021 starting at 7pm.

21/026 Village Hall

Cllr Irwin updated councillors that the VH Committee had submitted an application to RAB for the purchase of land around the Village Hall. It is hoped that a response will be forthcoming before the end of March 2021. Cllr Gilbert updated councillors on the other projects being considered by the VH Committee which are:

- Roof works (main hall)
- Disabled access (main door)
- Window repairs
- bathroom refurb, possibly to include wider access
- Heaters (efficiency upgrade in Toilets to prevent freezing)
- Improving title deeds and Trustees arrangement to ensure future legal resilience.

21/027 Bramford to Twinstead network reinforcement

The councillors agreed that they wished to meet the project team so that they could start to understand the impact that the proposals for the Bramford to Twinstead scheme had upon Little Cornard and surrounding area. The Clerk to ask for an evening meeting.

21/028 SID Data

The councillors agreed that Cllrs Adams and Gilbert work with the Community Wardens to define how LCPC want to use the SID data in terms of:

- What frequency the data is required from the Community Wardens
- What reports are required and in which format
- Who will receive the data from the Clerk
- Which stakeholders will receive a copy of the data on a regular / exceptional basis

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- What is to be published in the Magazine and on the website.

21/029 Highways, Footpaths and council assets

Cllr Johnson will contact SCC Right of Ways to arrange a meeting so that issues with FP18 and FP17 can be discussed with Cllr Gilbert and himself.

21/030 Questions to the Chair

The Clerk was asked to write to Janice Sampson thanking her for the work she has undertaken in setting up and operating the SpeedWatch scheme as well as updating SCC Highways on other speeding issues.

21/031 Next Meeting

The next scheduled meeting will be held on Tuesday 11th May 2021 starting at 7pm.

The meeting closed at 8.53pm.

Appendix A Clerk's Report

Minute	Action	Complete ✓
21/003	Minutes placed on website.	✓
21/007 a	Payments made to suppliers.	✓
21/010	Wrote to GCPC confirming LCPC's contribution to village entry gate.	✓
21/013	Standing Orders updated on website.	✓
	Freedom of Information request received for SID Data received in February. Report will be sent to applicant by the 19th March 2021.	
SCC Ref	Highway Issues	
293897	Wyatts Lane - Reflective markers for steep bend missing on unlit bend of road.	
294050	Missing barrier at the pond in Upper Road / Chapel Lane.	
	Clerk's Delegated Powers	
	Not used since last meeting.	
	Clerk Hours	
	As at 21st February 2021 the Clerk Worked 205.75 hours / Paid 184 hours. Plus 27.25 hours on the NP from April 2020 to February 2021.	

Signed _____

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Appendix B RFO Report

Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
18/01/21	GeoXsphere Ltd - Parish Online	582	LA 2011 ss 1 to 8	0.00	60.00
09/02/21	Sudbury TC - Padlocks for SID	583	LA 2011 ss 1 to 8	0.00	26.00

Reconciliation

	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Treasurers Account	29/01/21	£18,931.04	£18,845.04	£86.00	£0.00	£0.00
Cash	02/03/21	£0.00	£0.00			£0.00
		£18,931.04	£18,845.04	£86.00	£0.00	

Budget v's Actual

	Budget	Actual		Reserves	Budget	Actual
Assets B/Forward		£12,822.59				
Income			Expenditure			
Precept	£6,212.00	£6,212.00	Clerks Salary		£2,772.00	£1,633.44
Grants	£276.40	£1,776.40	Admin		£1,500.00	£413.51
Bank Interest	£0.00	£0.00	Donations		£750.00	£0.00
NP Grant	£0.00	£8,395.00	Subscriptions		£325.00	£184.37
CIL	£0.00	£0.00	Insurance		£200.00	£171.84
VAT Repayment	£0.00	£426.23	Inspection		£200.00	£200.00
Other	£0.00	£188.17	Maintenance		£700.00	£978.97
			Village Hall		£0.00	£0.00
			Contingency		£500.00	£1,467.43
			NP		£0.00	£1,525.00
			Community Wardens		£1,100.00	£1,000.00
			CIL	£1,977.42	£0.00	£1,977.42
			VAT Paid		£0.00	£1,423.37
Total	£6,488.40	£16,997.80	Total	£1,977.42	£8,047.00	£10,975.35
			Assets C/Forward			£18,845.04
Total		£29,820.39	Total			£29,820.39

Appendix C Planning Status

Application Reference	Address	Planning Details	LCPC Minute	Parish Council Comments	Babergh DC Comments
DC/20/05038	Glovers, Slough Lane	Reinstatement of historical subdivision. Division of site into 2no separate dwellings. Erection of 1no 2 storey extension following demolition of existing single storey extension.	20/107a	Supported	Approved 08/01/2021

End of Appendices

Signed _____

Date