

**Draft Minutes of the meeting of Moulton Parish Council held at Moulton School on Monday 13<sup>th</sup> January 2020 at 6.30 pm.**

<b>Present</b>	<b>Cllrs</b>	D Almond Chairman	D Clarke
		J Derry	Tim James
		R Bragg	Jane Horsnell
		D James	Ed Chambers
		Mark Price	

**APOLOGIES FOR ABSENCE** – None

**ALSO PRESENT** – the Clerk, District Councillor Roger Dicker and 3 members of the public.

**DECLARATION OF INTEREST** – R Bragg (planning 28 Church Road).

**A MEMBER OF THE PUBLIC WAS INVITED TO ADDRESS THE COUNCIL**

The Parishioner briefly raised concerns regarding the lack of an adequate response from the District Councillor and officers on the rodent infestation which had been ongoing since the autumn. Full details under District Council matters – Page 1283. He was also disappointed that the County Council Highways Authority had still failed, to date, to refresh the road markings on Gazeley Hill. He was of the view that this was a serious safety hazard and needed immediate action to resolve. Agenda Item – Highways – Page 1282.

**MINUTES**

The minutes of the meeting held on 11<sup>th</sup> November 2019 had been circulated, and it was unanimously agreed that these should be signed as a correct record by the Chairman.

**COUNTY COUNCIL MATTERS**

**County Councillor** – Robin Millar had been elected as the Conservative MP for Aberconwy and had resigned from his roles in local government. A replacement was being sought and the election would be taking place on 30<sup>th</sup> January. A statement of those nominated had been circulated and displayed on the PC notice board.

**HIGHWAYS**

**Manhole cover opposite Mayes Meadow – The Street**

The failure to carry out a permanent repair to this drain was reported yet again on 15<sup>th</sup> November. The previous repeat filling around 2 sides of the cover had been washed away again, this time leaving a deep 4 inch trench around 2 sides. It was pointed out that this was a serious hazard to vehicles and cyclists, on this busy section of the B1085 outside the PO Stores.

The delay in dealing with this, and the warning signs and barriers which were continuously being knocked down by passing traffic, was reported on numerous occasions over the next 4 weeks, and finally on 18<sup>th</sup> December the Parish Council was advised that an order had been raised for the defect within 10 working days – some 40 days after failure was originally reported.

The Clerk responded that this further delay was unacceptable and that the dangerous situation, ongoing since 15<sup>th</sup> November, should now be dealt with as a matter of urgency and before the Christmas break. As a result the Council were then advised that no parking

cones would be installed in the road on 23<sup>rd</sup> December and half the carriageway blocked with traffic signals on 24<sup>th</sup> December when the repairs were scheduled. At the instruction of the Chairman, the Clerk advised the County Council that the 23<sup>rd</sup>/24<sup>th</sup> were the 2 busiest days of the year for the Village Stores – with a constant flow of customers calling in to collect the Christmas meat orders. If the road were blocked it would be chaotic, and it was suggested that the repairs be delayed until the first day after the Bank Holiday - 27<sup>th</sup> or 28<sup>th</sup> December, when it would be much quieter in Moulton and make the job of repairing the drain so much easier and safer for the Council contractors.

The Clerk did not receive a reply to this request for rescheduling. It was deemed “not justifiable to cancel the plans”. The contractors arrived on site on 23<sup>rd</sup> to block off the road and following objections from the Post Master the traffic management drainage specialists were stood down.

The repair finally took place on 9<sup>th</sup> January.

The Chairman had raised this incident and all the other outstanding Highway concerns with the new Cabinet Member, Cllr Andrew Reid. In particular, he was concerned about why a proper repair was not carried out the first time the contractors visited. This was the third time in 3 months that the drain cover had required attention. Why had it taken so long to fix the problem since it was last reported on 15<sup>th</sup> Nov? It was regretted that this is typical of how Highways are now dealing with issues in Moulton parish and further afield. The Chairman was keen to understand from Cllr Reid how best to work together, and what service we might expect from Highways. The Parish Council were the hands on representatives at a local level and were attempting to work with our Highway 'partners' in the delivery of local government services - both authorities were accountable to the ratepayers.

It was becoming increasingly apparent that the Highways representative did not see it this way. A request had been made for a meeting to follow up these concerns and all the remaining highways issues first raised at the meeting in Rougham on 7<sup>th</sup> October and followed up in emails with supporting notes on 10<sup>th</sup> October, 12<sup>th</sup> November, and 7<sup>th</sup> January. The Engagement Officer advised the Chairman on 10<sup>th</sup> January that he was in the process of obtaining further information on the report first submitted 3 months ago and included:-

**Newmarket Road** - request to review the ‘no action’ response which had been logged under CR253175. It should be prioritised, as adjacent to a bus stop and walk to school route. Fran Clarke to follow up with the Drainage Team (Amanda Mays) as the pooling of water on the road particularly near the school bus stop is a result of uneven levels to the road which resurfacing on its own will not rectify. Amanda to be asked when levelling works would be possible

**School Road** – the ditch on the verge opposite the school by layby required maintenance to allow water to drain off the road. David Chenery raised doubt as to the ownership of the ditch and whether the CC was responsible (despite previous clearance by the CC). Fran Clarke to look into this and confirm when it would be cleaned out, if it was Highways responsibility

**Cheveley Road** - it was reported that following surface dressing, the junction with the B1085 was already breaking up. Fran Clarke to follow up.

**Enhancement to road markings at junction of B1506/School Road** – Robin Millar had filed a report No 255919 – (site to be considered for potential signing). Fran Clarke to follow up. Repainting of STOP signs were mandatory. As this was a busy road junction it was suggested

that STOP signs were appropriate, rather than GIVE WAY. The B1506 is a fast flowing road. See D Cllr Dicker's email to C Cllr RM 23/7 re near miss.

**School Road** – worn pedestrian crossing markings outside school gate to car park – reference 00236833 – reported 19/3/2019 – no action to date.

**Church Street Metal Road Bridge** - the Chairman had advised the CC Engagement Officer, Luke Merton, that following delays since the concerns were first raised by the Parish Council the deteriorating structure meant that this was no longer a case for self-help.

It had been confirmed that the condition of the guardrails over the bridge was deteriorating and that additional works to the bridge deck were also recommended in recent inspection reports which will hopefully increase the likelihood of action being taken. When??

Councillors had been briefed by email on the further investigations carried out on the long standing drainage issues at **Chippenham Road**.

Flowline contractors and a CC drainage engineer had attended on site on 11<sup>th</sup> December. Despite efforts the jet still remained stuck in situ.

A report and drainage plan produced by Mr John Ford (resident No 24 Chippenham Road) had been circulated. The investigation on 11/12/19 discovered that the gully in the layby outside No 24 & 26 drains into the ditch halfway down the carrot wash site. The outlet was approximately 1 foot below the level of the ditch. There was a concrete lintel at the outlet but without further clearance it was likely to become obstructed and impede the flow of water from the gully on Chippenham Road. It was suggested that if the ditch could be lowered at this point, and taken back another 24 inches or so, it would achieve the necessary flow and stop the gully on Chippenham Road flooding. It was unanimously agreed that the Clerk should approach the Estates Manager at Godolphin to see if they would be prepared to carry out this work.

In addition, a copy of an email from the CC Maintenance Design Manager had been circulated outlining their conclusions. It was believed that the jetter head had become stuck in pipework for a second time due to defects in the pipework. The drain which is blocked is believed to be a carrier drain which runs north to south in Chippenham Road and does not outfall into the adjacent ditch. This blockage will not qualify for action in the 2020/21 repairs programme, as it is not considered a priority because it does not involve internal flooding. In view of this, the Council reluctantly accepted that it would be counter-productive to continue to press for an early resolution to the blocked and possible defective drain.

However it was agreed that it was unfortunate that surface water would continue to pond on the opposite side of Chippenham Road and cause a risk for pedestrians and in particular children on the walk to school route. It had been pointed out on numerous occasions over the past 4 years that this was due to the drain being higher than the previously renewed road surface rather than a defect to the underground pipes. This would only be resolved and the route made safe for pedestrians if the road were resurfaced here or the drains lowered.

The Clerk was asked to acknowledge the email from the Drainage Officer and point this out.

**Request for 40mph speed restriction** – the Safety and Speed Management Engineer had finally submitted the long awaited estimate to progress the Traffic Regulation Order for a buffer zone (on the approach to the School to where Footpath 4 joins the B1085 of approximately £9,320 plus VAT. This included

- Undertake site investigation and measurements on site
- Obtain existing TRO information
- Obtain utility information
- Prepare consultation information drawings and carry out informal and formal consultation (statutory requirement)
- Report on the outcome of the consultation to relevant Committee if objections received
- Prepare detailed design of the new and amended road signs and CDM documentation along with the Works Information Package to hand over to operations team
- SCC legal fees in preparing, advertising, making and sealing the TRO

The Council was advised that these figures may vary depending on whether the scheme is funded by the parish council or by other funds. It was regretted that the officer had failed to take on board the Council's long held view that a continuous speed limit was needed between the School and Kentford, not a 300m buffer zone. This had first been raised with the previous portfolio holder Cllr Mary Evans who had not replied to the Chairman's email dated 18<sup>th</sup> September. Cllr Evans was no longer the responsible Cabinet Member, and the Chairman had been attempting to follow this up with her successor Andrew Reid. It was resolved that the Chairman would seek a meeting to request that he gives his support to make this an exception site, as until there was a speed limit in place along the whole section of road between the School and the Kentford parish boundary there could be no progress on the longstanding plans to implement a safe route (an Active Travel pathway).

In the meantime it was proposed that the Council would budget for a provisional sum of £5,000 towards the implementation of the 40 mph speed limit, and the Chairman had contacted the Chairman of Kentford Parish Council to gain their support towards the scheme and its funding.

**Demolished Moulton road sign (CR 255919)** located on the B1506 on the opposite side of the road to the Boys Grave. This had been added to a list of repairs but the Clerk was advised that it carried a low priority against limited budgets, and the knocked down sign in the verge did not appear to be a safety hazard and there was no financial priority to remove it.

**Signage & Road Markings** – on 18<sup>th</sup> June Cllr Robin Millar commissioned from his locality budget the repainting of the SLOW signs on **Gazeley Hill**, on approach to Packhorse Bridge, and give way lines at the junction of Brookside opposite Packhorse Bridge. A resident had attended the Council meeting to draw attention to the absence of road safety warning markings and lines. He acknowledged that the Parish Council had been trying to progress this but was concerned at the serious road safety issues at this location and a risk to pedestrians and drivers alike.

The Clerk was instructed to raise this matter with Luke Merton, the Engagement Officer at the Highways Depot, and point out that as this work had been funded from the Cllr's

Locality Budget, there was a risk that if the finance was not drawn down soon the grant would no longer be available.

### **COMMUNITY SPEED WATCH**

Cllr Tim James advised that once daylight hours improved he would be arranging for some further checks to be carried out by the volunteers. He had noted that a police Speed Enforcement unit had spent a short while on Newmarket Road on 13<sup>th</sup> January. There was a noticeable reduction in the speed of vehicles once the camera had been set up. It was agreed that the VAS signs were also a deterrent and it was suggested that the sign on the Dalham Road be turned around to face speeding cars in the opposite direction.

### **PUBLIC FOOTPATHS**

The owner of Filberry Haven had recently installed a wooden vehicle gate and fence across the boundary, and the Public Rights of Way team were requesting that these be removed as no formal consent had been granted

The Parish Council could not see any justification for the removal of the wooden vehicle gate - there was always a gate here, previously an agricultural metal gate which was rarely closed. There was no obstruction to the right of way as long as the pedestrian gate was unlocked - which it was - and had a waymark sign installed on it.

The on-going dialogue with the landowner over the right or not to install a new wooden vehicle gate only continued the confusion concerning the right of pedestrian access, which had not been obstructed and just needed signage.

The Public Rights of Way officer believed that the installation of waymark signs might be seen as acceptance of the wooden gates.

The Clerk had disputed this - waymark signs on the wrought iron pedestrian gate would give clarity to visitors regarding the permitted access along the public footway No 6, and the Parish Council had offered to install these. This would prevent further delay (first requested 8 months ago).

### **DISTRICT COUNCIL**

The Chairman welcomed Cllr Roger Dicker who gave a brief update on current Council matters including the relocation of the Bury St Edmunds waste site to the Fornham Road, the setting up of a Rural Task Force team, an update on the proposed cinema for Newmarket, the parking policy review etc.

#### **Rodent Control and Communications from the West Suffolk Public Health officers**

Communications from the Senior Public Health and Housing Officer, residents affected by the infestation of rodents, and D Cllr Roger Dicker had been circulated.

The Public Health Officer had confirmed that the local authority was now satisfied that the original source of the infestation had been addressed. The landowner was complying with their legal duty, and measures had been put in place to prevent the rodents from being encouraged to return. The Council would continue to liaise informally with the person directly concerned, however the matter was considered closed.

One of the affected neighbouring residents had been concerned at the lack of dialogue with all the affected parties, including the Parish Council, and the length of time it took to take positive action, which was carried out 'behind the scene' with little information passed on to those directly involved. Cllr Dicker regretted that such actions were 'always so slow'. To date no one had been advised on the legal processes which would, if necessary, be put in

place, and to which the local authority had to adhere. Cllr Dicker explained that much of the detailed information was considered sensitive under Data Protection and therefore could not be divulged. He did advise that a site visit had taken place on 7<sup>th</sup> January and that officers were continuing to observe the location to check that action had been taken to stop a further infestation. The Clerk placed on record that she was disappointed that the District Council had not considered it necessary to keep the Parish Council updated, and she hoped that she would be kept better informed in future.

### **PLANNING APPLICATIONS**

Re-consultation on proposals for front porch and single storey rear extension **28 Church Road** had been circulated. The original plans which had not been subject to any comments by neighbours or councillors were deemed to be excessive by the Case Officer as these extended to the boundary and utilised most of the rear garden. The applicant was asked to reduce the footprint of the extension and the revised plans had been re-submitted. The Parish Council resolved to make no comments.

#### **Filberry Haven, Griffiths Yard – single storey side extension to existing garage and raising roof to form first floor annexe.**

Details had been circulated when the notification was received on 20<sup>th</sup> November. A comment from a neighbour had been submitted stating that the access to the property on Gazeley road was shared and not solely owned by the applicant. The closing date for submissions had passed and councillors had decided it was not necessary to make comments on the proposal.

### **PLANNING DETERMINATIONS**

**37 Dalham Road** - following further submissions by the Parish Council the case officer re-visited and decided that timber and render were not common materials within the street scene. An amended plan for the extension was submitted with brick on the front and side elevations and timer weather boarding to the rear. The possible loss of light and shadowing caused by the first floor extension above the garage were not considered detrimental enough to warrant refusal.

The amended submission for the extension was approved by Delegation Panel.

**Long Hill – off Moulton Road** - plans approved for a paddle tennis court and 4 floodlights on the Godolphin Estate.

### **CONSULTATION DOCUMENT SHELLA**

At the November meeting it was agreed that the Council should not abandon the long held view that the settlement boundary was out of date and should be extended, and the Clerk had contacted the Strategic Planning Officer with a request to give a brief resume on why the LPA was still unwilling to consider this long standing request. Councillors were of the view that the boundary should be extended to reflect the properties which form part of the village around the playing field, village green and Brookside, as well as homes on Gazeley Hill and Griffiths Yard. To date a reply had not been forthcoming and the Chairman had followed this up direct with Marie Smith on 6<sup>th</sup> January and was still awaiting a response.

**RURAL PARISHES ALLIANCE** – an email had been circulated from Freckenham Parish Council with an update on the Sunnica solar farm proposals. The Sunnica Solar Parish Council Alliance group had been formed comprising of the parish councils most directly affected by the proposals and they welcomed expressions of support and help from the RPA. It was

expected that a statutory consultation would commence in the first 3 months of 2020. Currently the group was trying to recruit members who could dedicate time to chairing and administering their activities and seek finance in order to employ a barrister to assist in formulating a response to the statutory consultation.

It was resolved that Moulton Parish Council would continue to lend support to the affected parishes, and apart from the significant impact on residential amenity, there were serious concerns over the enormous loss of productive agricultural land, and the unknown environmental damage which may result from a scheme of this size.

### **PLAYING FIELD & plans for the 2020 Fun Day**

Moulton Pre School were taking over from the Millennium Club and organising the family fun day on May 9<sup>th</sup>.

The Parish Council had been approached and asked if

1. Pony rides offered around the edge of the grass area outside the village hall.  
Resolved that permission could not be granted – not a suitable venue for horses and could not be sanctioned on health and safety grounds on the playing field.
2. Could a car filled with balloons be allowed to be parked on the playing field, so that there could be a competition to guess how many balloons were inside the car? Air filled balloons would be permitted but not helium balloons.
3. Could a licence be granted for the parking of cars on the village green? Yes – subject to weather conditions – it could be a problem if it was particularly wet in the run up to the event. The organisers should liaise direct with Cllr Douglas James during the first week on May.

The Clerk was asked to respond to the Treasurer of the Pre School Group and give consent for the use of the playing field for the event on 9<sup>th</sup> May.

### **WAYSIDE SEAT – Newmarket Road crossroads**

It was suggested that due to the rustic shape of the seat and natural markings a plaque would not look appropriate on the back of the seat. After some discussion it was resolved that a plaque could probably be affixed to a metal rod which could be secured to the base of the flint wall behind the seat and would allow the plaque to be visible directly behind and against the flint wall.

The proposed wording for the citation was agreed -

**In recognition of Bill Rampling's  
outstanding services to Moulton village  
Parish Councillor 2003-2019  
Chairman 2007-2019**

The Clerk was instructed to get a specification and quotation for an engraved brushed brass plate from Mildenhall Monumentals. When this had been obtained Cllrs Douglas James and Ed Chambers would consider how best this could be installed appropriately behind the seat and would report back to the Council on their findings.

### **VILLAGE MAINTENANCE**

**Play Equipment** – a copy of the monthly inspection report dated 11<sup>th</sup> December had been circulated. There were no issues which needed attention for the time being.

### **School Car Park**

The padlocks to the vehicle gate and side gate had ceased to work, and the School Secretary had asked if new locks could be obtained. Cllr Douglas James purchased 2 new heavy duty padlocks and re-imburement was authorised, as well as the cost for cutting spare sets of keys for the Council. The charge would be deducted from the allocated School Car Park reserve fund.

### **Brookside/Gazeley Hill Road Junction**

The accumulation of grit, stones and sand at the bottom of the hill opposite 1 Brookside Cottage had been cleared.

**Tree belt survey adjacent to playing field** – a copy of Mr Colin Price's report was received on 18<sup>th</sup> November and circulated to all councillors and to Bill Rampling.

Some cutting back of dead and diseased wood was recommended, and it was agreed that on health and safety grounds the work should be carried out before the January meeting. Cllrs Douglas James, Tim James, and Mark Price agreed to form a working party to carry this out with Bill Rampling on 14<sup>th</sup> December.

The works comprised of removing a split sycamore limb suspended above the cableway, and 2 leaning forks above the track, and some minor pruning to the Raywood ash and lime trees adjacent to the village green.

The owner of the sycamore tree was advised that the limb was overhanging the play equipment would be removed without the need to access her property.

Mr Rampling and the working party were thanked for carrying out this work, and Mr Rampling's charge for use of equipment and fuel, and Packhorse Fencing's invoice for use of a tractor and trailer were approved.

**Track around village green** – it was reported that later in the year a fresh supply of planings would be needed to spread along worn sections of the track. It was suggested, that if possible a finer grade were obtained as the previous supply when spread were difficult to walk on, until they had bedded down with time and passage of vehicles.

## **FINANCIAL MATTERS**

**The Financial Working Group Review** – a copy of the report for the financial year ending 31/3/2020, and a budget forecast for 2020/2021 had been circulated prior to the meeting. The Clerk asked whether councillors wished to raise any questions on the report, or on the financial schedule she had sent to them in advance of the meeting. As there were no queries the Chairman asked that the recommendations in the report should be accepted. The report was unanimously endorsed.

**Dispensation had been granted to all councillors in relation to their pecuniary interests.**

### **PRECEPT 2020/2021**

The Tax Base for the current year is £421.72 and will increase to £426.16 next year – this means if the same precept of £32,000 were approved there would be a net decrease in the parish rate of £0.79 – or 1.04% = £75.09 per band D Household for 2020/21

A precept of £33,000 would result in a parish rate of £77.44

A precept of £34,000 = parish rate of £79.78

Having considered all the facts presented in the report it was proposed and unanimously agreed that a precept of £32,000.00 be fixed, and the Clerk was instructed to complete the



official precept notification form for this sum for signature prior to submission to the District Council.

**Payment of Accounts** - the Council confirmed and authorised the payment of the accounts presented at the meeting, as per the full list detailing payments for the 2019/2020 financial year, attached to the minute book.

**Grant Aid** – annual donations of £100 were approved to the Parish Archivist, Magpas, the Voluntary Network and Our Special Friends.

It was resolved to take no action on the request for a donation from the Suffolk Neighbourhood Watch Association.

The Chairman's Allowance towards expenses was authorised as agreed in previous years.

**Report on the future management of the Council** – a detailed report on the current situation and background, the summary of the current role, responsibilities and duties of the Clerk of the Council and the suggested processes for the recruitment of a new Clerk to take over when Mrs Stone retires at the end of June had been circulated, and comments on the processes and procedures had been requested.

In advance of the meeting the Chairman had circulated an email asking councillors to consider how they would like the Council to operate, post Lorraine later this year, in view of the fact that she had been administering the Council for some 34 years. It was acknowledged that she had been prepared to take over a great deal of responsibility for the management of the village and had in some ways reduced the time and input required by Councillors.

Was it viewed essential to replace her with a similar clerk, if such an applicant could be found, or would councillors wish to be more proactive themselves in sharing the workload? It was unanimously agreed that further discussion would be needed when a successor had been found, and it would be dependent on whether the new recruit had the skills and abilities to manage the parish to the same standard. If not councillors would need to consider if they would be prepared to take a more active role in issues such as Highways, the Village School, Footpaths & Rights of Way, Village Maintenance and Working Party organisation, SALC/NALC, Planning and RPA, Finance and Accounts, and St Peters Church.

The Clerk had distributed a working paper for consideration at the meeting, setting out the main procedures and details which needed to be agreed, so that the advertising and recruitment process could proceed in the coming weeks. These included:-

**The need to approve the summary of roles, responsibilities and duties (including those not specified but may from time be deemed necessary by the Council), the contract of employment and letter of engagement.**

Proposed, and unanimously approved.

**To agree the draft advert, and time scale for the recruitment process**

Time scale – after some discussion it was unanimously agreed that adverts would be published on the parish notice boards at SALC and CALC and in the Newmarket Journal and the Bury Free Press in mid-February. The post would become available on 1st July, and the successful applicant would begin an 8 week probationary period starting in mid-May to run through until mid-July.

The following draft advert was unanimously approved

### ***Moulton Parish Clerk required from 1<sup>st</sup> July 2020***

*Moulton is a very special, caring & unspoilt village with a thriving community, village shop, village hall and pub. It is hoped that the successful applicant will passionately support the village and help continue to make a real difference to life in our community.*

*This is a varied and interesting role offering flexible (approximately 12-15 hours a week) home-based working, including attendance at a minimum of 7 evening meetings per year.*

*The Clerk is responsible for preparing Agendas, recording Minutes, keeping financial records, budget monitoring, and organising the council's day-to-day administration. A full job description will be provided on request giving details of the responsibilities and duties involved. You will need to have good organisational, numeracy, communication and IT skills (including Word & Excel). Knowledge of Local Government procedure would be an advantage.*

*The appointed person will be expected to be dedicated and maintain confidentiality of information in an independent, objective and professional manner.*

*A salary of approximately £8,500 -9,500 per annum - guided by the National Scales, experience and qualification.*

*Closing date for applications 9<sup>th</sup> April 2020 – please apply to the Clerk of the Council by email [moultonpc@gmail.com](mailto:moultonpc@gmail.com)*

The Council authorised that the interview panel would include the members of the Finance Group - Cllrs Almond, Price, Clarke, and Mrs Stone and Cllr Jane Horsnell. It was hoped that suitable applicants would be interviewed in April and early May, with a decision being taken to offer the successful candidate the position in advance of the annual meeting of the parish council fixed for 20<sup>th</sup> May.

The Clerk was asked to start the procedure as agreed in mid-February.

**Risk Assessment** – a copy of the updated Council's Risk Management Statement had been circulated, and it was unanimously resolved that this should be approved and signed by the Chairman.

#### **Update on plans for storage facilities in the Village Hall**

The Chairman advised that he would be consulting the village Archivist – John Gunson to find out what storage facilities he would need. Cllrs Ryan Bragg and David Clarke volunteered to assist in fitting out the room with required storage units/shelving and a work surface.

**Internal Audit of Accounts** – the Clerk reported that she would now be passing the accounts to Mr David Unwin so that he could carry out the internal audit for the current year.

#### **SUFFOLK ASSOCIATION OF LOCAL COUNCILS**

Cllr Ryan Bragg had attended the November SALC AGM and gave a brief report on the event.

#### **Financial Assistance to the Church**

An update from SALC had been circulated on 10<sup>th</sup> December along with an extract of minutes from the meeting held on 26/2/2018.

It had previously been reported that there was uncertainty whether payments for church maintenance to buildings or land were legally valid. It was pointed out that the 1894 Act prohibited Councils involvement in church maintenance but it was questioned whether this still applied, or if overridden by later legislation. For example – Section 215 of the Local Government Act 1972 permits a Council to maintain a closed churchyard and S137 allows a

Council to incur expenditure for any purpose (except anything subject to statutory prohibition). Previously, Moulton has provided grant aid for the maintenance of the closed churchyard by way of this authorisation. NALC advised that there was no current case law to resolve the issues, and no consensus, and Councils were required to consider whether it was prudent to make payments when there was no certainty that the action was legally valid. Councillors noted this advice and were of the view that the longstanding payment permitted by S137 should continue until this was proven not to be sound practice by the Courts of Law.

**New Course – General Data Protection Regulations** – details had been circulated – 17/2/2020 at a cost of £45 per attendee.

The Clerk had updated councillors on the Council's previous understanding of DP and the Parish Council. Following extensive lobbying of Matt Hancock (then the Cabinet Member responsible for Data Protection), there was an amendment to the 2018 Act which excluded the majority of parish councils including Moulton from the requirement to appoint a Data Protection Officer, as the Government concluded that parish councils processed very little personal data.

The Risk Assessment details the Council's responsibilities, and previously it had been agreed that there should be a sense of proportionality when deciding how best to be compliant. Cllr John Derry advised that he had undertaken GDPR training. His understanding was that it related to sensitive (not publicly available) personal data, and it was a case of taking reasonable precautions.

**DOG BINS ON THE STREET** - the owner of the PO Stores had complained that dog owners use the PO Stores waste bin for dog fouling, as they are not prepared to walk the extra few yards to use the bin located on the grass verge opposite the footpath leading to Lark Hill. This bin is rarely used, as it is viewed dangerous to get off the highway with passing cars and a dog on a lead.

It was suggested that the Clerk asked the District Council if they would give consent for the PC to move this bin a short distance and place it on the same side of the road but opposite the PO Stores, and by the pull into the field, (without blocking access). It would be just as safe for operatives to empty and would be of much greater value to dog owners.

**The next meeting of the Council was fixed for Monday 2<sup>nd</sup> March at 6.30 at the School. The date for the annual parish meeting was confirmed – 6/4/2020 at the Village Hall at 7pm, a short administrative meeting to sign off the accounts etc would be held at 6.30pm (or earlier subject to any urgent agenda items).**

**The annual meeting of the Parish Council was fixed for WEDNESDAY 20<sup>th</sup> May. There being no other business the meeting closed at 8.30pm.**

Signed

Date