

Draft Minutes of the meeting of Moulton Parish Council held at Moulton School on Monday 16th September 2019 at 6.30 pm.

Present	Cllrs	D Almond Chairman J Derry M Price arrived 7.20 D James	D Clarke Tim James Ed Chambers Jane Horsnell R Bragg
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APOLOGIES FOR ABSENCE – None

ALSO PRESENT – the Clerk, County Cllr Robin Millar District Councillor Roger Dicker and 2 members of the public.

DECLARATION OF INTEREST – Cllr Douglas James (Village Green)

OPEN SESSION FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL IMPROVEMENTS NEEDED TO THE RAIL SERVICE AT KENNETT AND NEWMARKET

A letter published in the Newmarket Journal from Mr John Ford on 5th September concerning the need of a frequent and fast service had been circulated. He highlighted the inadequacy of an hourly service between Newmarket and Cambridge. It was reported that representatives from Newmarket's racing and business community, MPs and councillors had now joined forces to put pressure on Network Rail to invest more in the service. Plans for improving connectivity and delivering rail improvements were now being developed. In addition Mr Ford pointed out that one train every 2 hours from Kennett and Dullingham was totally inadequate to meet current needs for commuters, students and rail passengers generally, let alone meet future growth. It was agreed that organisations should lobby the operator, Greater Anglia to provide more services, and in addition the District and County Councils should take this up on behalf of the travelling public. It was resolved that the Parish Council would support measures to persuade the operator to provide an enhanced train service from Kennett and Dullingham.

MINUTES

The minutes of the meeting held on 15th July 2019 had been circulated, and it was unanimously agreed that these should be signed as a correct record by the Chairman.

COUNTY COUNCIL MATTERS

Following the July meeting the Chairman had emailed C Cllr Robin Millar asking for an update on issues including:-

B1085 – SPEED LIMIT IMPLEMENTATION – SCHOOL TO KENTFORD

A copy of the email dated 12th August from the Safety and Speed Management Engineer, David Chenery, had been circulated with speed data following recent surveys. The results concluded that there was evidence to consider a 40mph buffer of around 300m on the approach to Moulton School close to where the public footpath joins the B1085, and the cost to implement this was estimated to be between £5k and £10k. There was less evidence to support a buffer at the Kentford end.

The Clerk had briefed councillors as follows :-

On 4th January Bill Rampling and the Clerk met Mr Chenery, Belinda Godbold and Glynn French. The officers were made aware of the view of villagers that before any solution could be considered, a speed limit for **the whole** derestricted length had to be implemented. At no time was a buffer zone viewed acceptable, although it was acknowledged that a 40mph speed limit between the villages did not comply with current policy for open countryside. It was agreed that a new speed data survey would be undertaken (financed by C Cllr Millar's locality budget) and with the fresh data Portfolio Officer (C Cllr Evans) could be approached and asked to consider this site as an exception because it fell outside the usual assessment criteria on the following grounds:-

A 300% rise in residential development in Kentford. A significant increase in traffic generated by Kentford residents accessing the school, pre-school and other facilities in Moulton. The Parish Council has the support of Kentford PC, and the adjoining landowners who are particularly anxious to see a 40mph restriction as the incidence of speeding here has increased considerably over the past few years.

The residents at the end of the 30mph limit at the Kentford end of the B1085 (Seyam House, Spinney Mead, Lanwades and the Gatehouse) have raised serious concerns regarding their access onto the B1085 due to the excessive speed of passing cars.

*The CC Road Safety Team have assessed the route as '**not safe for an accompanied school age child**'. A continuous speed limit will enhance the safety for pedestrians including accompanied school children, parents with children in buggies and dogs on leads.*

To enhance the safety for cyclists, and to facilitate safer access to Kennett railway station from Moulton village by pedestrians and cyclists.

Safer pedestrian access from Public Footpath No 4 which currently joins the B1085 on the de-restricted section of B1085 - pedestrians have to proceed along the grass verge with vehicles passing at speed.

Improve safety for bloodstock from the adjoining Stud Farm crossing this road twice a day.

The Parish Councils and residents had the support of Matt Hancock MP who contacted C Cllr Mary Evans last October highlighting the problems and urging the Council to look at traffic speeds. A petition signed by 556 villagers had been presented supporting Moulton & Kentford Parish Councils.

The Chairman asked the newly elected Council members whether they wished to endorse the previous decisions regarding the B1085 speed and safety issues. It was unanimously agreed that the Clerk should now approach Cllr Evans pointing out that the Council had never wanted to consider a buffer zone, but a total speed restriction along this section of road. It was understood that a case for an exception site would be put to her, and it should be acknowledged that the route is not 'open countryside' but a busy B road bordered by equine paddocks between 2 villages (one of which has increased by 300%).

The Clerk would also send a copy of her letter to Cllr Evans, C Cllr Robin Millar, Matt Hancock MP and the Chairman of Kentford Parish Council.

SAFE WALKABLE ROUTE BETWEEN MOULTON SCHOOL AND KENTFORD

The Clerk had contacted Belinda Godbold to ask if the new Green Access Strategy could be utilised to get resources to make a start on the Safe Active Travel Plan.

She had advised that this was essentially the new name for the Rights of Way Improvement Plan. It focused on off road, but also addressed access for walking and cycling on the wider highway network, including footways and quiet lanes. However the Strategy would not

address Moulton's specific concerns although it would give priority to creating and improving walking routes to school. Councillors found this advice somewhat confusing – as the Parish Council's priority was to improve the walking route to school from Kentford to Moulton – currently assessed as not safe for an accompanied school aged child. She had checked with the head of Rights of Way who had advised that funding for new schemes would be very limited and would focus on green schemes and did not deal with footways.

It was pointed out that the Parish Council had ruled out ideas of a green access footpath behind the hedge due to the bloodstock, a route along the river again due to the location of the bloodstock and a Quiet lane along School Road to the Boys Grave.

Notwithstanding this advice, and subject to further clarification, the consultation was an opportunity to highlight the Council's aspirations.

This item was to be added to the agenda for the meeting on 7th October at Rougham.

CHIPPENHAM ROAD - a Parish Council Working group had carried out further work to the ditch on the carrot wash side of the blocked drain. The inspection chamber on the opposite side of the road was checked and it was found that a drainage jet and hose had been left there following the last visit by Flowline on 18th June.

The drainage system was now in a worse state than prior to this visit as the jet was totally blocking any small flow of water.

Mr Ford had sent a detailed letter to Cllr Robin Millar with a copy to the Cabinet Member for Highways (and circulated to councillors) asking for confirmation that Flowline would be asked to return to rectify the blockage caused by their equipment. In addition, he raised concerns at the way this complaint had been handled over the previous 3 years, and that it was unacceptable to be advised that further works to investigate a potential collapsed drain would be programmed later this year, and that no definitive timescale could be given – probably at least another 1-2years before action would be taken.

It was agreed that the Chairman and Clerk would ask to meet Godolphin's Estates Manager Derek McLean to discuss the overgrown hedgerow adjacent to the Carrot Wash site, which was planned to be cut back by the Estate in the autumn, and the need for further works to the drainage channel leading from the blocked drain.

NEWMARKET ROAD – surface water – photographic evidence had been submitted on 29/1/2018, 17/7/2019 and 10/9/2019. The request to resolve this had been reviewed (reference CR253175) but it was deemed that no action was necessary.

Cllr Millar suggested that the next step would be to challenge the criteria including the length of time it took for the standing water to evaporate or drain away. Also, should standing water be considered a priority adjacent to a bus stop or path en route to a school?

GAZELEY ROAD - Cllr Millar had commissioned the repainting/spraying of the SLOW signs on the road (18th June) from his local highways budget. Councillors did not fully understand why this had to be funded from this budget as it was routine maintenance.

It appeared that road markings were now prioritised based on the type and the category of road. Suffolk County Council had decided that only priority road markings would be refreshed. There was a small annual budget for road markings for the whole county and as SLOW markings were discretionary, they were being considered as a low priority.

In addition the pedestrian crossing outside the school fell into this category.

The Council considered that it was unacceptable that road markings originally deemed to be necessary on safety grounds were now only categorised as low priority and would not be repainted.

SCHOOL ROAD - Cllr Millar had advised that the ditch behind the lay-by (into which surface water discharged) was to be dug out by Highways. He agreed to check that this was completed during the school break.

SAFETY ENHANCEMENTS AT JUNCTION OF School Road/B1506

D Cllr Roger Dicker had emailed C Cllr Robin Millar on 23rd July following a report of a near miss road traffic accident at the Boys Grave by a Kentford resident. It was suggested that the hedge needed to be cut back on School Road and on the other side of Bury Road, and a review of the road markings to include STOP rather than GIVE WAY and refreshed white lines. Cllr Millar agreed to investigate further.

PROTOCOL FOR COMMUNICATION – a meeting had been fixed for councillors to meet officers and the Portfolio Holder Cllr Mary Evans at the Rougham Depot on October 7th at 2.30pm. An agenda with the ongoing and unresolved issues would be drawn up and would include the need to enhance communication between officers and the Council.

WINTER ROAD SALT PROVISION

The Clerk was still awaiting a response from the officer who had contacted her regarding the procedures for the supply of road salt to all the bins owned by the PC. She had, as requested, confirmed the number and location of grit bins, and had advised that all were currently well stocked. She asked that the procedures were now in place for fresh supplies to be delivered to Moulton as required.

COMMUNITY SPEED WATCH

Cllr Tim James advised that the team had carried out a number of checks recently and 41 vehicles were recorded at speeds of 35 mph or higher. The VAS sign on the Dalham Road was moved at the request of residents, and all 3 signs continue to be effective and worth the capital investment.

PUBLIC FOOTPATHS - the Public Rights of Way officer had advised that the request for a signpost for No 6 had been actioned and an area officer would visit to make sure that the gates at Filberry Haven had been installed to CC standards - customer reference number 00242647. It was understood that the landowner had failed to obtain the necessary consent prior to installation. In addition the officer had been asked to re-instate 2 circular footpath signs behind the Priory (currently propped up against the fence) and the footpath sign for Footpath No 2 on School Road by Trinity Hall Cottages.

A resident at Riverside Walk had raised concerns regarding the trees which border this estate, on the other side of the fence, growing along Footpath No 4 which runs from the Packhorse Bridge to the west side of the River Kennett. The Clerk had passed this concern to the Rights of Way officer who had confirmed that a site visit would be carried to assess the situation.

OTHER COUNTY COUNCIL MATTERS:-

Cllr Millar briefly updated councillors on sundry county wide issues including the establishment of the West Suffolk Rural Taskforce. A survey was open until 30th September to seek the views of individuals and organisations living and working in the rural areas on the things they most value and the main challenges they face.

Details of the link had been passed to councillors to complete and was published on the Village website, and on the notice board outside the Post Office.

<https://www.westsuffolk.gov.uk/Council/Consultations/ruralopportunitiesandissuesurvey.cfm>

The County was working with the District Council to form a robust process for responding to the current Sunnica solar farm plans, and also were in ongoing negotiations regarding proposals for the new power station at Sizewell and concerns over the environmental, social and economic impacts of such a large-scale development.

DISTRICT COUNCIL

The Chairman welcomed Cllr Dicker and closed the meeting so that he could give a brief update on current issues.

LOCAL PLAN

The Inspector had made modifications to the overall housing distribution with an increase in provision for Newmarket and a reduction in housing numbers for Lakenheath and Red Lodge – details had been circulated.

Cllr Dicker advised that finally the Local Plan could be adopted following challenges by the Racing Lobby since 2011, over the allocation of housing numbers. The Council were meeting on Thursday to vote and it was hoped that it would be adopted and allow a more orderly distribution of growth which would protect the villages.

Consultation documents had been circulated on the review of West Suffolk's external grant process, Car Park Users and Rural Task Force Survey

The monthly newsletter covering the progress of works on the **Mildenhall Hub** had been circulated.

On behalf of the Council the Clerk had replied that the car parking review should take account of the ongoing closure of retail shops in Newmarket, and that free short term parking might encourage shoppers to return to the High Street.+

WORKING TOGETHER ACROSS WEST SUFFOLK

An email had been circulated from the newly appointed Portfolio Holder for Families and Communities asking for input on the future working relationship with the Authority, and the benefit of forums and an annual conference.

Following a discussion with the Chairman, the Clerk had submitted a draft to councillors. It was proposed, seconded and unanimously agreed that this response should be sent off on behalf of the Council.

“Thank you for your email inviting suggestions on the future working relationship between West Suffolk and parish and town councils. I have passed your email to all members of Moulton PC and have discussed how best we should reply in a constructive and helpful manner.

Moulton Council experienced significant changes in May, with 4 long standing councillors retiring including the Chairman who had been in post 12 years. It is understood that many other parishes have undergone similar changes and indeed some are having difficulty filling existing vacancies.

Councillors are of the view that if we are to encourage more villagers, and in particular younger members of the community to stand for office we need to understand that these volunteers have a variety of family and business commitments, and they are often unwilling or unable to commit to additional engagements. It is accepted that attendance is required at regular parish council meetings but other calls on their time are often unwelcome. In the past Moulton has not always been able to send a representative to the Parish Forums called by Cllr Robin Millar, and when the Chairman, myself and other councillors did attend, we were often frustrated when our valuable time was taken up in group discussions and the request to participate in 'post it note' sessions. It was felt that meetings should take the form of an important exchange of views on relevant and current issues – such as the total frustration felt by all councils at the deteriorating service provided by the Highways Authority following major restructure in 2017. These concerns were aired by all those present at the February 2018 Forum, and as a result a joint St Edmundsbury and Forest Heath Forum was held on 29/5/2019, which you chaired. We had asked that the agenda focused on just the one topic – although in the event attendees who were present purely to consider Highway issues had to sit through a 30 minute presentation on the Suffolk Cinema Network. The in-depth discussion with the newly appointed Portfolio Holder for Highways was welcomed, and although it may not have had any long term positive results it left Cllr Evans in no doubt of the perceived failure of her department to deliver an effective and efficient service.

Such meetings can be very useful. They should be called on an infrequent basis to address important issues that are relevant and of concern to a large number of local parish/town councils. Individual problems should be tackled with a direct approach to the officer responsible for the service, and direct communication on a personal level to the Clerk or Chairman by email or telephone should be seen as the way forward.

You mention SALC meetings and whether it would be worth joining up at their Area meetings. Again experience has proved that these evening sessions are poorly attended due to the diversity and generality of the topics covered. Parish councillors are not very keen to have to sit through a whole range of matters which may be of interest to some, but certainly not to all of those who have given up their valuable time.

It is suggested that an annual conference is certainly not needed, and any benefits of such an event would not justify the officer time and effort in organising the meeting. Parish and town council representatives should be asked if there are any joint issues which are of such relevance that a Forum would be of benefit, and if so such a meeting on a specific topic could be arranged. Other concerns and interests should be dealt with on a one to one basis as required.”

PLANNING APPLICATIONS

DC/19/1630/TCA – application for the removal of a diseased chestnut tree at French Hall

The expiration of the consultation was before the Council meeting. Details of the proposals had been circulated and the Clerk was instructed to advise the Planning Authority that the Council had no objection but would like the applicant to replace with a new tree in order to help maintain the stock of trees within the parish.

DC/19/1850/TCA – application to fell I Sycamore The Priory Brookside

There were no details with this application, however Cllr Douglas James advised that the applicant wished to fell this self-seeded sycamore which was in close proximity to the

boundary wall and leaning over towards the neighbouring property. The removal of the tree was considered necessary on safety grounds and councillors unanimously approved the application but suggested that a new tree be planted to help maintain the tree stock in the parish. The applicant already had plans for a replanting scheme.

RURAL PARISHES ALLIANCE

Meeting to discuss A14/A11 link - Cllrs John Derry and Tim James attended the meeting on 30th July. There was a positive gathering of information led by Robin Millar on transport and road concerns. A future meeting with key figures from Suffolk County Council was planned.

Proposed solar farm

Copies of the joint submission from the District and County Council had been circulated. It contained several issues which had been raised by Planning Officers. In addition a detailed 4 page response from the Suffolk Preservation Society had been forwarded to councillors. The Director summarised that it was hoped that Sunnica would find their preliminary comments helpful in developing a less damaging and more sensitive scheme, which satisfactorily reconciled the needs of the communities hosting the proposal, whilst meeting the challenge of providing renewable energy.

The Chairman of the RPA Highways Sub Group had advised that it was not the view of every representative to support the opposition to Solar panel. It was understood that the Community Action Group's opposition was to the scale and location, not solar energy. It had been pointed out that at this time detailed specifics were not needed - just the request that the RPA as a whole should be invited to support Freckenham and Worlington in their opposition to the existing Sunnica plans (as detailed in the non-statutory consultation) on the grounds of the location (very close proximity to rural villages and the negative affect on parish settings) and sheer size (in particular loss of productive agricultural land).

Development Management Newsletter - Sept 2019 – had been circulated.

PLAYING FIELD

It was reported by the Chairman that there had been various concerns over the summer period due to a large influx of footballers from outside the village, overuse and the playing surface suffering in the hot dry weather, and the unauthorised movement of the posts on many occasions. The decision was taken by the Chairman and Cllr Douglas James to take the posts out of play on 22nd July until there had been some rain and the pitch had recovered. It was disappointing that the action of outside visitors had resulted in local children being deprived of the facility.

The goals were re-instated on the football field for the start of the new season, but it was reported that on a number of occasions the goals had been moved and various members of the public had been approached by the Football Club and PC representatives. It was hoped that with the start of the school term, and the darker evenings these issues would no longer be a problem.

Goal Nets

The Council was asked to support the purchase of new goal nets at a total cost of £215.94 including delivery, which would be funded by Cllr Dicker's locality budget. Cllr Dicker advised that a grant of £200 would be forthcoming and the Council thanked him for his support and agreed to finance the balance of the cost. The Clerk and Cllr Mark Price were instructed to place the order and discharge payment on receipt of the goods.

The Vice Chairman advised that the Council had been offered a supply of fertilizer by a member of the Veterans Club. This offer was gratefully accepted and Cllr Price undertook to liaise with Cllr Douglas James to agree a suitable time when weather conditions were favourable to apply the surface dressing.

The Council was asked to consider a request for the installation of 2 pitch dugouts to be installed on the edge of the playing field adjacent to the meadow. The construction would be funded and undertaken by local contractors at no cost to the Parish. The principle was agreed and it was suggested that a detailed sketch and full particulars should be presented to the Council at the November meeting.

Hire of the Playfield for a Pony Party in March 2020

The Council were asked to consider whether they were of the view that the playing field was an appropriate venue for such an event.

The Clerk advised that if the hire of the playing field is requested for a private party (in conjunction with the village hall) for the installation of a bouncy castle or other inflatables the Council may consent, if available and appropriate, subject to proof of public liability insurance for the event, sole use of the area cannot be granted, and the organisers are responsible for checking the area for any debris/objects before and after the event, all equipment is supervised and removed, and rubbish collected. Barbeques and fires are not permitted on H&S grounds. A fee of £30 is payable in advance for a licence for such use. It was unanimously agreed that the public recreation ground was not a suitable venue for ponies. However, subject to weather conditions, it was viewed that the Village Green could be made available although if the ground was particularly wet and muddy, it might be considered necessary to withdraw consent. In addition, the licence would be subject to the hire of the hall and the facilities including car parking. The event organisers would be responsible for the care of the children and ponies and would be required to leave the site clean and clear of all rubbish and debris. A fee of £30 would be charged.

Use of playfield for fitness classes

The Parish Council were asked to consider granting a licence to hold the fitness classes on the playing field rather than on the village green during the winter months.

In principle councillors were happy for the transfer from the village green, but subject to review should the condition of the grass deteriorate due to the weather and use over the winter period. Vice Chairman Mark Price and Cllr Douglas James were to liaise with Ben Bowes should conditions warrant a review of the situation.

The licence was subject to the conditions originally set out in the exchange of emails in February.

VILLAGE GREEN

In 2017 it had been agreed that an annual contribution would be demanded from all those residents at Brookside and bordering the Green, with vehicle access to their properties via the track along the village green and riverbank.

The original demand dated September 2017 and the draft for the 2019 contribution had been circulated to all councillors in advance of the meeting.

It was agreed that the Clerk should send out the demands, with a reminder to residents that the licence did not extend to the parking of vehicles on the track save for the loading or

unloading of goods, or on the grass directly outside the boundary of their property, other than in exceptional circumstances for short term parking.

VILLAGE MAINTENANCE

Play Equipment – details of the latest monthly inspection had been circulated, and the Annual Independent Play Area Report. There was some evidence of algae and moss on the wooden seats and tables, and rot in the timber of the gate and fencing to the side entrance by the recycling centre. The frame to the 2 Bay 4 Seat cradle swings also needed to be treated and repainted and would be included in a parish maintenance session.

In addition the independent annual report had highlighted numerous low risk findings. Cllrs Mark Price, Douglas James and Tim James agreed to form a working group to consider the findings of the annual safety report and discuss with Tim McGhee the District Council's playground Inspector.

Working Party – had taken place on 24th August (see CC Highways report – Chippenham Road drainage). Another working party was fixed for 19th October to carry out maintenance in the playground.

The riverbank – it was agreed that as in previous years Ken Hutchinson would be asked to carry out an autumn cut of the bank at a cost of £330 plus VAT and the Clerk was authorised to discharge payment on completion.

Tree belts adjacent to playing field - it had been suggested at the July meeting that another inspection should be carried out to check that the trees were of no risk to the public and Cllr Price advised that his Father, who had undertaken the previous survey, had quoted £180 to undertake this work in the autumn. It was unanimously resolved to accept this quote and the Clerk was asked to effect payment on receipt of the report and invoice.

Dog Bin request – on the Footpath No 4 leading from the Packhorse Bridge along the riverbank to the B1085.

The District Council had advised that Moulton already had a large number of bins, and the Council would not wish to add additional ones to the collection round, unless the parish was prepared to purchase, install, and pay an extra £2.90 per empty.

During the summer Cllr Jane Horsnell had discussed with village dog walkers, and in view of the additional costs involved, it was suggested that a compromise would be to

- Relocate the bin from the bridge on Church Road/junction of Brookside to the Kentford end of footpath No 4 adjacent to the pull in, off the B1085.
- Relocate The Street bin opposite footpath to Lark Hill, further up the B1085 to the junction of Church Road near the corner with The Street.

It was viewed that the bin on the High Street was badly located, as it was difficult to get completely off the road, and as such could be dangerous for accompanied dogs, walkers and motorists. A statement regarding the relocation would be put on Face Book.

The Clerk had requested an additional supply of the Dog Fouling prohibition signs from the District Council.

FINANCIAL MATTERS

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

Grant Aid – the annual payment approved in January 2019 was due to the Newmarket Day Centre. The sum of £200 was confirmed for payment.

The annual support cover invoice (due 13/10/19) for the defibrillator for the sum of £126 plus VAT had been received. The Clerk was authorised to pay the bill at the end of the month.

Outstanding Insurance Claim – the Clerk reported that she had raised a complaint and following a review Zurich Municipal had offered to settle the claim based on the quote from Packhorse Fencing, as follows:-

*To source English oak and construct bench as per previous specification - £1000.00
(subject to a limit of £925.83 being the amount of cover under the policy)*

To remove remains of old bench prepare footings and fit new bench - £350.00

Final settlement- £1275.83

There was a £100 excess to the claim - due to the delays and complaint this had been waived.

It was resolved that Cllrs Douglas James and Ryan Bragg would consider a replacement bench, and footings and submit recommendations to the November meeting.

Review of Insurance cover and renewal of premium due on 1/10/2019

The renewal of the Council's cover would take effect from 1st October, and the Clerk had forwarded the documents in advance of the meeting. She had explained that Community Action Suffolk have been responsible for placing the Council's insurance for many years. It was a specialist market and it had been demonstrated that CAS achieved a beneficial rate resulting in a reduction in premium over the years - partly due to the Council's track record.

The recommended cover was being transferred to another provider. The Council had previously taken out a long term commitment which resulted in a lower premium. Last year the premium was £863.67.

The quote for 2019/20 like for like cover with a long term undertaking (3 years) was £708.62.

With no Long Term Undertaking the premium increased to £745.92.

The insurance was for the usual Local Authority standard cover for Public Liability, Fidelity, Employee Dishonesty, Libel & Slander - as per the Core Package B, with full details circulated by email in advance of the meeting. In addition, there would be All Risks cover on Council's property in a banding up to a maximum value of £100,000.00.

Currently the asset register for insurance cover to date was £91,380.93 plus an additional figure for office contents, which was standard on the previous cover, at a value of £2,500.00. This was in excess of current office needs - which would also be covered under the Clerk's own householder policy.

Councillors were asked to review the asset register and confirm that they were happy with the recommendations proposed by CAS. It was proposed, seconded and unanimously agreed to accept the cover as detailed, and the Clerk was authorised to renew cover and effect payment of £708.62.

Audit of Accounts –The Clerk/RFO advised that the annual accounts had been approved and the required notices published on the Parish website.

Internal Auditor – the Council resolved to make the annual donation of £25 in tokens, in lieu of remuneration for his work as Internal Auditor for the Council, to be drawn from the Chairman's allowance.

Review of Expenditure to date

A schedule detailing income and expenditure to date, against budget, had been circulated, and the Clerk had produced the bank reconciliation, which had been approved by the Chairman, confirming a balance of £75,517.07.

Signatories to Account – all councillors were now authorized signatories – as confirmed by Lloyds by letter on 30th July 2019. 2 signatures required on each cheque.

Future Storage/Office Facilities

A copy of the email from Jerry Goodwin, Treasurer of the Village Hall Management Committee had been circulated. Construction of the extension was due to be finished by the end of September, the flooring laid at half term and if all went to plan the consulting room might be available for the Parish Council from November.

There were various issues which the Council needed to be aware of. Access was currently through the main hall which was out of bounds when the Pre-School was in session. At other times there may be activities in the hall and there would need to be a protocol in place to access the room. An external new entrance to the Consulting Room may obviate these problems.

The Council had considered the access issues and as it was viewed that the room would only be used for the storage of documents and files, a new entrance would not be needed, and access to papers would have to be planned in advance to take account of the use of the main hall.

It was resolved that in the first instance the Parish Council representatives on the Management Committee should report back the initial thoughts regarding the storage of parish records and await a firm proposal for this use.

SUFFOLK ASSOCIATION OF LOCAL COUNCILS

Receipt of E-bulletins which had been previously circulated was noted.

Notice of the Area meeting fixed for 10th September had been circulated. No councillor was available to attend and the Clerk had sent apologies from the Council.

The SALC AGM was to be held on 26th November at 7pm at Elmswell Village Hall. Further details would be circulated nearer the time.

SUNDRY CORRESPONDENCE

Moulton Nordic Walk 24th September – the organiser had contacted the Clerk to request car parking for 5/6 cars, and it was unanimously agreed that this would be in order.

QUESTIONS TO THE CHAIRMAN

A resident reported that following a heavy downpour surface water flooded down Gazeley Road from an overturned water dowsler at Primrose Hill Farm, resulting in an even bigger accumulation of grit; stones and sand at the bottom of the hill opposite 1 Brookside Cottage. This raised bank of grit and stones has been steadily increasing over the years and has narrowed the road width making it difficult for cars and bikes to pull over to make way for oncoming traffic. The Chairman undertook to have a word with the Farm Manager and would ask that they cleared this with a digger.

The next meeting of the Council was fixed for Monday 11th November at 6.30 at the School. There being no other business the meeting closed at 9 pm.

Signed

Date