

**MOULTON PARISH COUNCIL**  
**Minutes of the meeting held on Monday 18th July 2022.**

**Councillors present:** David Almond (Chair), Mark Price (Vice Chair), Doug James, Jane Horsnell, Tim James, David Clarke, Ryan Bragg and John Derry.

**Also present:** Joanne Kirk (Clerk), County Councillor Andy Drummond, District Councillor Roger Dicker and four members of the public.

**1. Acceptance of apologies for absence.**

Apologies were received from Ed Chambers and the reason for absence accepted.

**2. Declaration of Interest in items on the agenda and dispensation requests**

No councillors declared an interest in any items on the agenda and no dispensation requests were received.

**3. Approval of minutes of the Annual Meeting of the Parish Council held on Monday 16<sup>th</sup> May 2022 and the planning meeting held on Monday 11<sup>th</sup> July 2022.**

It was resolved that the minutes were correct. The chairman then signed them.

**4. Public session**

The following issues were raised during the public session:

- Matt Stannard and Mark Trusty from Moulton Panthers introduced themselves and spoke to councillors about their plans for the next football season. There will be three children's teams playing on a small pitch. They have received the licence from Moulton Parish Council. They are still sorting out a new bank account. Roger Dicker said he has funding that he can give to the Panthers if they need any.

**5. County Councillor's Report**

Cllr Andy Drummond sent a report prior to the meeting. He spoke about possible road safety improvements following the meeting with Iain Watson from Suffolk Roadsafte in January and his report which made the following recommendations:

1. *I will engage Road Safety Officers to work with the school, and with the Junior Road Safety Officers. The aim will be to share information about safe pedestrian behaviour, and to get messages to the parents and wider community. These messages will include ensuring appropriate driving speeds around the school, and an anti-idling campaign.*
2. *I will forward this report to those involved with Speed Activated Signage (SID) to see if there is anything that can be added to the village entrance that would assist with speed reduction, as well as looking at the possibility of a speed survey.*

Moulton Parish Council expressed their dissatisfaction with the report. SID signage is already in place and has limited impact on drivers' speeds. The report seems to put the onus on educating children to cross the road safely, rather than tackling driver behaviour. Cllr Drummond said he would support traffic calming near the Primary School.

The Parish Council asked for an update on the progress of the speed report and work in Moulton Road. Andy Drummond agreed to follow up with Highways and try and get a timescale for the work to be completed. He also agreed to invite Suffolk County Council's Portfolio Holder for Highways and the Police to the next meeting on 19<sup>th</sup> September 2022 to respond to the working group's report on speeding and traffic in Moulton, and to escalate the following Highways actions:

- The 'slow' markings on Gazeley Road have worn away. They were reported to Highways who responded saying that they were advisory and would not be replaced. As this is a blind bend, Moulton Parish Council feels that it is a safety issue.

**6. District Councillor's report**

Cllr Roger Dicker spoke about the following:

- There is more money available in the Community Chest fund as local groups will need to re start.
- The taxi fare consultation will begin with the licensing committee backing the taxi driver demands for a higher fare rise.
- The poor standard of grass cutting in the former Forest Heath villages which he has raised with the Park's team.

## 7. Finance

### a) Approval of any payments and signing of Schedule of Payments

It was resolved that the following payments would be approved:

- J P Kirk - expenses – LGA 1972, s111 – **£18.00**
- HMRC – PAYE - LGA 1972, s111 - **£33.40**
- HMRC – NI - LGA 1972, s111 - **£80.99**
- Risby Parish Council – 50% of the cost of a print cartridge (for printing flyers for planning meeting on 11<sup>th</sup> July) - LGA 1972, s111 - **£25.38**
- K Hutchinson & Son – Flail riverbank and paddock hedges - Open Spaces Act 1906, ss9 and 10 - **£324.00.**

The clerk had queried which paddock had been cut prior to the meeting. Doug James confirmed that this was an error. A separate invoice of £114.00 will be sent for flailing the riverbanks only. It was resolved that this revised invoice would be approved.

### b) Approval of payments authorised between meetings

One payment was approved between meetings:

- AV Parts Master – projector and screen for Local Plan presentation on 11<sup>th</sup> July 2022 - LGA 1972, s111 - **£609.67** (£508.06 ex VAT)

### c) Statement of receipts and payments made since 1<sup>st</sup> July 2022

It was resolved that the statement of receipts and payments would be approved.

#### Receipts

Date	Bank	Description	Supplier	Total
09/05/2022	Lloyds reserve account	Bank interest received	Lloyds Bank	£0.71
29/06/2022	Lloyds current account	Playing field licence	Vivo Outdoor Fitness	£75.00
06/07/2022	Lloyds current account	Refund – cancelled order	Signs 4 Less	£96.76

#### Payments

Date	Minute	Description	Supplier	Total
02/05/2022	52/5a	Covered benches for playing field	E Chambers	£4,700.00
17/05/2022	64/16a	Clerk's expenses	J Kirk	£70.99
17/05/2022	64/16a	Internal audit	Cathy Whitaker	£70.00
17/05/2022	64/16a	Donation	Newmarket Day Centre	£200.00
17/05/2022	64/16a	Donation	Magpas	£100.00
17/05/2022	64/16a	Donation	Our Special Friends	£100.00
17/05/2022	64/16a	Tree works	JPM Tree Services	£550.00
18/05/2022	64/16a	Refreshments for village tidy up	New Moulton Stores	£165.00
06/06/2022	7/fd	Grass cutting	Packhorse Fencing	£1,431.00
06/06/2022	7/fd	Playground inspections	Packhorse Fencing	£69.00
08/06/2022		Projector and Screen	AV Parts Master	£609.67
08/06/2022	67/18d	Welcome to Moulton sign	Safety Signs 4 Less	£96.76
09/06/2022	67/18d	Posts for new Moulton sign	Sign Trade Supplies	£92.87
28/06/2022	61/18d	New Moulton Sign	DHF Products Ltd	£172.56
Staff costs as per confidential cashbook				

d) **Bank balances and confirmation of bank reconciliation as of 4<sup>th</sup> July 2022**

Lloyds current account	£1,595.98
Lloyds reserve account	£105,195.98
<b>Total in Banks</b>	<b>£106,791.96</b>

David Almond and Mark Price had reviewed the financial papers prior to the meeting. The Chairman countersigned the schedule of Payments.

e) **Update on the Inspection of the Council property.**

Doug James had inspected the Council's property and confirmed that everything is in order. He agreed to complete the Inspection of Council Property form and return it to the clerk.

f) **Email from SALC re their subscription review - for information only.**

The SALC subscription will increase by £1.61 (0.49%) in 2022 - 23

8. **Planning issues**

a) **DC/22/1060/PICAA - 12 St Peter's Avenue, Moulton - Prior approval application under part 1 of Schedule 2 of the Town and Country Planning (General Permitted Development) order 2015 - enlargement of dwelling by one additional storey.**

The clerk had contacted the case officer Savannah Cobbold about this application prior to the meeting to find out what a P1CAA application is and received the following response:

*This type of planning application is a prior notification application. If you choose to comment on this application, it would not necessarily determine the path for the application. For example, the application would not be referred to delegation panel or committee noting it's a prior notification application and not requesting full planning permission.*

It was resolved that Moulton Parish Council would submit the following response:

*Moulton Parish Council objects to this application and asks that, when determining the prior approval application, West Suffolk Council takes into account the negative impact on the street scene of a 2 storey house, when all the other properties nearby are bungalows, and the impact on neighbouring properties because of overshadowing and overlooking.*

b) **DC/22/1022/TCA – Parish Council's application to fell one hawthorn on the playing field – Application granted- for information only.**

c) **The following applications were received after the agenda was published:**

- **DC/22/1145/HH - 12A Church Road Moulton - a. front porch b. one dormer to front elevation c. side car port (following demolition of existing conservatory) c. single storey rear extension d. replacement shed and oil store.**

Tim James agreed to speak to the owners of the adjoining property to find out if they have any concerns.

- **DC/22/1087/FUL, 9 Newmarket Road, Moulton, Convert one dwelling into two dwellings (following demolition of link extension).**

Tim James and Mark Price declared an interest in this application and did not take part in any discussions. Councillors agreed not to submit any comments as they had supported a previous application for two separate dwellings and this application is only to remove the extension linking both properties.

9. **To review the following policy documents**

a) **Financial Regulations**

It was resolved that the Financial Regulations would be approved.

b) **Standing Orders**

It was resolved that the Standing Orders would be approved with the following amendments:

**MEETINGS**

- e) *Meetings of the Council will be held in Moulton Primary School or Moulton Village Hall on the third Monday (excluding Bank Holidays) in January, March, May, July, September and*

*November unless otherwise notified. Dates of meetings can only be changed with the agreement of the Chairman and clerk if a meeting is not going to be quorate. Meetings will commence at 6p.m. or 7.30pm, depending on the availability of Moulton Village Hall.*

- f) *A public session will be held near the start of the meeting at which members of the public are invited to speak to councillors about any items on the agenda.*

**10. New Model Code of Conduct 'Other Disclosable interests' forms.**

Councillors completed the 'Other Disclosable interests' forms.

**11. Highways/Rights of Way issues/tree/transport issues**

**a) Letter from Suffolk Constabulary about speeding.**

Moulton Parish Council had raised concerns following the speed surveys carried out by Suffolk County Council in March 2022 which showed a significant problem with speeding in School Road, Chippenham Road and Kennet Road.

The response from Suffolk Constabulary does not support any enforcement for the following reasons:

*Assessing suitable sites for enforcement takes into account collision, recorded injuries and speed statistics of accident/injury. The School Safety Zone has an advisory limit of 20mph, but the legal limit for enforcement is 30mph. No collisions have been reported in the School Safety Zone. 7 minor collisions have been reported in Moulton since 2018.*

Councillors expressed their dissatisfaction with the response from Suffolk Constabulary and Suffolk Roadsafes and were appalled by the fact that the only way to get any enforcement is if someone is killed or injured.

It was resolved that the speeding working group would meet to discuss the way forward and look into the feasibility of installing traffic calming at the entrances to the village near the primary school to slow traffic down. Tim James agreed to join the group and Ryan Bragg agreed to chair it. The group will prepare a report for County Councillor Andy Drummond prior to the next meeting on 19<sup>th</sup> September.

**b) Email from Jamie Murrow about latest tree work.**

Jamie Murrow contacted the Parish Council about the scheduled works relating to a Raywood Ash on the Green. The tree survey recommended removing the larger limbs, but he felt that this would cause more damage and recommended removing the tree or giving it a more sympathetic reduction.

It was resolved that the Parish Council would give 5 days' notice to West Suffolk Council to remove the tree or submit a TCA application to fell the tree and replace it with an oak tree.

**c) Replacement 30mph near Moulton Primary School.**

County Councillor Andy Drummond agreed to find out if it is possible for parish councils to replace road signs which are faded without having to order through Highways.

**d) Suggestion to install a railing near the Wall near to Moulton Crossroads.**

As there have been three accidents at Moulton Crossroads recently with cars hitting the wall behind the bench, the suggestion was made to install railings to protect people using the bench and the wall. County Councillor Andy Drummond agreed to ask Highways what options are available as they own the land and whether the Parish Council would need a licence. Councillors felt that other options should be considered as well, such as planters, as they would be more attractive than railings.

**e) Update on the communication with Suffolk County Council about speeding in Moulton Road.**

Moulton Parish Council has received the following email from Paul West Cabinet Member for Highways to Matt Hancock MP about measures to reduce the speed of cars on Moulton Road:

*First, SCC has agreed to the installation of a bend warning sign and SLOW marking on the eastbound approach to the resident's property. They will now seek an estimate for this and discuss funding with the local county councillor and Moulton Parish Council.*

*Second, although the chances of a lower 40mph speed limit might be slim, the Parish Council has asked that SCC will now draft a formal speed limit report that collates all the data and local comments and makes a recommendation that will be presented to myself and the Head of Transport Strategy to consider and make a decision. The Parish Council will fund the cost of drafting the report. The report will compare local conditions to its Speed Limit Policy. The Parish Council have been told that it is unlikely that sufficient criteria will be met but are prepared to press on with a report.*

County Councillor Andy Drummond has agreed 50/50 match funding for the bend warning sign, slow marking and speed report. He will also ask Highways for an update as to when the work will be carried out and the report drafted.

**f) Invitation to Suffolk Constabulary Road Safety Conference 2022 on 29<sup>th</sup> July.**

No councillors were able to attend however the clerk was asked to find out if Moulton Parish Council could submit a question which the speeding working group will prepare.

**g) Update on the meeting with Ian Watson from Suffolk Roadsafe on 19<sup>th</sup> January 2022.**

See item 5 above.

**12. To discuss the following playing field/play equipment issues**

**a) Latest playing field inspection report:**

No new issues were raised. The following issues are outstanding:

- Lift and reglue loose rubber tiles.
- Multiplay – there are several inserts missing – replace missing inserts due to sharp end threads. David Almond agreed to provide measurements for the inserts.

**b) Use of playing field by Moulton Panthers in the autumn.**

See item 4 above.

The Parish Council has received an email from a resident about six balls going into their garden during the last football season and the damage being caused by them.

It was resolved that a fence would be installed subject to the following:

- The clerk agreed to contact the Council's insurer for advice and to find out if planning permission would be required to install a fence.

**c) Trees along the playing field perimeter.**

Only one tree needs to be removed. The clerk submitted a TCA application which has been approved. It was resolved that the clerk would contact Jamie Murrow for a quote. The Parish Council has also been asked to put turf down on the area where a tree was removed from the playing field. Doug James agreed put seed down later in the year when it is wetter.

**d) Changing the colour of the covered benches.**

It was resolved that the bottom of both benches would be 'wrapped' in green and that the payment of £96 per bench would be approved.

**13. Recreation Ground Charity Annual Return.**

The clerk submitted the Annual return on 25<sup>th</sup> May 2022.

**14. Village issues:**

**a) To raise the possibility of soundproofing the Landwades room in the village hall to enable smaller meetings to take place when the large hall is in use.**

It was resolved that this item would be postponed until a later meeting.

**b) Email from West Suffolk Council about affordable housing and whether Moulton Parish Council would be interested in delivering rural affordable housing or an exception schemes in Moulton.**

It was resolved that Julie Salisbury from West Suffolk Council's Housing Team would be invited to the November meeting to discuss affordable housing.

**16. Correspondence:**

**a) Email from Citizen's Advice West Suffolk requesting a donation.**

It was resolved that donation of £100 would be made.

**b) Email from ASTCO about the possibility of providing a clothing bank for Moulton.**

It was resolved that this item would be postponed.

**c) Email from Reclaim the Rain notifying Moulton PC that their expression of interest in the project has been unsuccessful - for information only.**

**d) Letter of thanks from Moulton Village Hall for the Parish Council's support for the Platinum Jubilee Celebrations – for information only.**

**17. Questions for the Council and any urgent business**

**a) Moulton Parish Council's response to West Suffolk Council's Preferred Options consultation.**

Moulton Parish Council confirmed that they were happy the response prepared by the clerk following the planning meeting on 11<sup>th</sup> July. The clerk agreed to update Strutt and Parker and Godolphin and express a willingness to work with them should any future development be planned.

**b) Flailing the riverbank**

Councillors agreed that the riverbank should be cut.

**18. Any other business for noting or including on the agenda of the next meeting on Monday 19<sup>th</sup> September 2022**

**The following items are for noting:**

John Derry agreed to attend the Rural Transport Conversation event on 22<sup>nd</sup> July 2022 in Kesgrave.

**There being no further business the main meeting closed at 8.05pm.**

Signed ..... (Chairman) Dated .....