

## DALHAM PARISH COUNCIL

### Minutes of the meeting held on Thursday 21st January 2016

**Councillors present:** lobe Aylott (Chairman), Rachael Padman, Karine Ferrin and Jay Mc Cully

**Also present:** Mrs J Ince (Clerk) and District Councillor James Lay.

**1. Acceptance of apologies for absence**

Apologies were received from Jackie Bolton.

**2. Declaration of Interest in items on the agenda**

No councillors declared an interest in any items on the agenda.

**3. Approval of the minutes of the meeting held on Thursday 19th November 2015**

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

**4. Police issues**

There were no local police issues which the Parish Council wished to report.

The Parish Council has received a letter from Suffolk Constabulary about changes to the Police. The Suffolk Policing Review was announced on 4th December. Key changes include:

- Streamlined processes for the investigation of crime.
- A redefined remit for Safer Neighbourhood Teams (SNTs) and a reduction in their number from 29 to 18, with a focus on addressing community concerns.
- Three revised policing areas in the East, West and South.
- Nine policing 'locality' areas, combining emergency response, investigations, SNTs, volunteers and the Special Constabulary.
- A revised workforce mix removing 68 PCSO posts from the organisation.
- The closure of a number of police station front counters, leaving three public access points in Ipswich, Bury St Edmunds and Lowestoft.

The full report can be found on the Suffolk Constabulary website at [www.suffolk.police.uk](http://www.suffolk.police.uk)

**5. District Councillor's Report**

James Lay spoke about the following:

- a) The planning appeal for the Woodyard. No decision has been made yet by the planning inspector.
- b) James Lay has given £500 towards the cost of a defibrillator. He also offered an additional £200.
- c) Possible changes in local government. At some point in the future there may be a unitary authority which will be less expensive to run.
- d) The West Suffolk Operational Hub
- e) Planning. He sits on the planning committee and tries to ensure that applicants are dealt with fairly.
- f) Mildenhall, which is going to be allowed to be developed as a new town. This will take the pressure off other villages in terms of new housing growth.

**6. Update on list of actions agreed at the last meeting**

There were 4 councillor outstanding actions

**7. Finance**

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

**Electronic payments**

- J P Kirk - to reimburse the pension contribution for February 2016 as direct debits for February were not collected from the clerk or any of the parish councils she works for due to clerk's name change. Fidelity have requested a single top-up by cheque to cover the missed payments which the clerk will pay - LGA 1972, s111 - **£15.00**.
- J P Kirk, expenses, LGA 1972, s111 - **£12.26**

Rachael Padman and Jay McCully checked and signed the invoices and Schedule of Payments and Isobel Aylott countersigned it.

**b) Approval of the record of online payments made since the last meeting**

It was resolved that the record of online payments would be approved. Rachael Padman then signed it.

**c) Signatory to complete the checklist of Internal Controls**

Isobel Aylott completed and signed the Checklist of Internal Controls

**d) Statement of receipts and payments made since the last meeting**

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

**e) Approval of the final budget for 2016/17 and signing of the Parish Estimates form**

It was resolved that the budget would be approved and that the precept request would be £5,964 an increase of 0.46% which equates to £0.21 per band D property per annum. The Chairman and clerk then signed the Parish Estimates form.

**f) Changes to the audit regime in 2016/17**

From 2017 smaller authorities with a turnover of less than £25,000 will be exempt from having to submit an annual financial return, but will still need to have an auditor appointed in case there are questions from electors to be resolved.

From the start of the 2017/18 parish councils can choose to have an auditor appointed to them by a new 'sector-led body (SLB)' or they can decide to procure their own. Those smaller authorities who wish to participate in the SLB do not need to do anything as all smaller authorities are automatically opted in to the new body and will have an auditor procured for them.

A small fee will be charged for this to cover the whole five year period and will be payable before the start of the new audit arrangements in April 2017. The one-off SLB fee is estimated to be less than £100, however this may be subject to change as the SLB is set up.

All authorities who wish to opt out must make their own arrangements with auditors, which will include but is not limited to the following:

- establishing an Auditor Panel;
- following a statutory appointment process set out in regulations;
- appointing an auditor by 31 December 2016;
- providing the SLB with the contact details of your auditor.

It was resolved that Dalham Parish Council would not opt out of the Sector Led Body scheme.

## 8. Planning

### a) Letter from FHDC re appeal notice AP/16/0001/ENF - The Mill, Stores Hill, Dalham

It was resolved that the following response would be submitted to the Planning Inspector: *The Parish Council supports the Enforcement Notice issued by Forest District Council as it is keen to ensure that any new building in Dalham should adhere to planning policy and be in accordance with all regulations and legislation.*

### b) DC/15/2509/TPO - Evered, Dunstall Green, Ousden - TPO/1970/143 - Tree Preservation Order - fell 5 no field maple trees and 3 Norway maple trees

It was resolved that no objections would be made to this application.

## 9. Highways/rights of way matters/tree or transport issues:

### a) Update on the progress of the footpath map

Some walks have been mapped out around Dalham, Ousden and Lidgate. The next step is to produce the information for a footpath leaflet. All 3 routes are in Dalham planned and need to be sent to CM in Lidgate

### b) Vehicle Activated Signs (VAS)

The VAS form has been submitted. The next step will be for a Highways engineer to come out and review the locations.

## 11. Flood risk in Dalham

A number of residents have experienced difficulty obtaining insurance because of the flood risk in Dalham. It was resolved that the Council would include information in the newsletter about obtaining insurance in a flood risk area and about the Government's 'Flood re' scheme which will limit the cost of flood insurance for properties at the highest risk of flooding.

## 12. Update on the proposal to purchase a defibrillator and case

The Parish Council has received locality funding of £500 from James Lay with an offer of an additional £200. The Village Hall Committee is supportive of the idea and is happy for the defibrillator to be located outside the village hall. The clerk has applied for a free defibrillator and is waiting to hear back if the application was successful. It was resolved that Isobel Aylott and Karine Ferrin would arrange a meeting with Lauren Gibson Green from Strutt and Parker to find out if the Dalham Estate would be willing to make a donation.

## 13. To organise a village spring clean

A date was set on Saturday 5th March 10am meeting outside the Village Hall. It was resolved that details of the scheme would be included in the next newsletter.

## 14. To receive the dates of parish council meetings from May 2016 - March 2017

- Thursday 26th May 2016 - Annual Parish Council Meeting at 7pm and Annual Parish Meeting at 8pm
- Thursday 19th May 2016 -
- Thursday 21st July 2016
- Thursday 15th September 2016
- Thursday 17th November 2016
- Thursday 19th January 2017
- Thursday 16th March 2017

## 15. Correspondence

- a) **Letter from the PCC requesting a donation**  
It was resolved that a donation of £500 would be made in April 2016 as this amount has already been included in the budget.
- b) **Letter from Suffolk Police re match funded PCSOs**  
The Council has received a letter from Suffolk Constabulary notifying them that due to budget cuts 68 PCSO posts will be removed in 2016/17 and offering parish councils an opportunity to fund (or part-fund) 6 match funded PCSO's.

It was resolved that no funds would be made available as the budget for 2016/17 has already been set and as a small parish council Dalham has limited resources.

- c) **Letter from West Suffolk re consultation on West Suffolk Operational Hub for managing waste**  
Forest Heath District, St Edmundsbury Borough, and Suffolk County councils have put forward a proposal to locate waste services in West Suffolk on one site. The two main sites which have been considered are Tut Hill near Risby and Hollow Road Farm near Fornham St Martin, though Hollow Road Farm is seen as the optimal site for delivering the proposed WSOH. The consultation, which is asking residents for their views, ends on 19th February. It was resolved that no response would be submitted as the proposed locations will have limited impact on Dalham.
- d) **Letter from Chief Fire Officer re fire service consultation**  
The Parish Council has received a letter from Chief Fire Officer, Mark Hardingham, about proposed changes to the fire service. It was resolved that no submission would be submitted as there will be no changes to Newmarket Fire Station.
- e) **Nomination form for Royal Garden Party on Thursday 19th May**  
It was resolved that Isobel Aylott would be nominated.
- f) **E-mail from SALC giving area meeting dates - for information only**

**16. Any other business for noting or including on the next agenda**

Rachael Padman announced her intention to step down from the Village Hall Committee. Isobel Aylott will approach the village hall committee to ask for the parish clerk to be added to the circulation list.

**There being no further business the meeting closed at 8.22.p.m.**

**Signed..... Dated .....**