

SUTTON PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING

held on Tuesday 6th December 2022

In the Bowls Pavilion

Present: David Gunson, Alan McManus, (Chair) George Franks, Jacki Schafer, Nigel Albertini, Sue Collins.

In attendance: Linda Gunson (Clerk) Councillor Andrew Reid

1. Welcome by the Chairman.
2. Apologies – Mary-Jane King, Peter Youngs, Ingrid Franks.
3. No members of the public were in attendance.
4. Declarations of Interest – There were none.
5. Report from Cllr Andrew Reid – this had been received by the Clerk mid-afternoon and though circulated to all Councillors, not all had managed to read it in readiness for the meeting.

In essence Cllr Reid flagged up a couple of key issues – street lighting project, replacing all 43,400 street lights across Suffolk with cost saving LED bulbs, and nears completion. Savings £2.5m so far. Suffolk CC launch All Age Carer's Strategy – this has been developed with young carers and adult carers across Suffolk. This will help SCC provide carers with the right kind of quality support at the right time and in the right place and, in the right way. There are young carers who are compromised whilst caring.

Discussion with Cllr Reid – flooding issues within Sutton and the increase in speeding vehicles through the village. Recent road closure of B1083.

AM – highlighting areas where there is flooding on the road especially after heavy downpours. The grips do not appear to be maintained. Cllr Reid will contact SCC Highways and request an Engineer come out to inspect the road. SCC should come back to us with a date/time. Relaying MK's comments to Cllr Reid confirming MK had sustained some damage to her vehicle when driving through some flood water.

AM – recent road closure of the B1083 due to clearing of footpath and bank encroachment. This was a huge inconvenience and the diversion put in place proved to be a nightmare, as the volume and size of traffic vehicles such as 40-ton trucks and agricultural vehicles, was simply too much for rural roads. It was appreciated in a real emergency there would be no option but to close the road, however for planned works, more consideration should be given as to how both the volume and weight of vehicles is dealt with via a 29k diversion. Cllr Reid explaining that in a sudden emergency utility companies have a right to deal with the situation as soon as possible. The Highways Authority would have no knowledge of it. Cllr Reid acknowledging the recent situation could have been planned better. Cllr Reid will ask



Cllr Paul West to talk to the Highways Team about the effects of closing the B1083 and which should not take place until the residents/businesses on the Peninsula have been informed.

DG – the pinch point around the Wilford Bridge area has surely reached saturation point. A great deal of traffic comes through that area from surrounding villages and the Bentwaters site. Cllr Reid confirmed ESC are actively looking at the problem.

Speeding issues – it is understood there are now 200 ANPR cameras available across Suffolk. Sutton PC would be very interested in again having the loan of one to assist with the increasing problem of speeding vehicles. Cllr Reid – suggested the PC would need to book onto the list and said to contact John Shaw, as he runs the cameras and has access to the list. Cllr Reid suggested we impress upon him the problems we are having. Safe Cam and the Police are also ones to contact. There being nothing further to discuss with Cllr Reid, he left the meeting. He was thanked by AM for his kind attendance and input.

6. Dist Cllr James Mallinder's Report – this had been circulated to all Councillors. Although he was unable to attend the meeting, he did suggest that if any issues were raised that he could assist with, the PC should contact him.
7. Minutes of last Parish Council Meeting held on 11th October 2022. Agreed as a true record. Proposed NA, seconded SC. AM signed the Minutes.
8. Matters arising: Ease the Squeeze Campaign. Any enquiries to SC should remain confidential. Memorial Hall fencing – DG – he had been assured it would be completed by the end of November. It is all ready to go up and is taking up space where it is being stored. NA, are the anti-dog fouling signs up? SC - yes these have been placed on the electric poles. Overhanging vegetation etc on footpath at Stonner Point. Parishioner who had highlighted this had thanked the PC for clearing it. Grateful thanks go to DG and Brian Atkinson. The Plough Public House – AM commented that this appears to be going well and will soon be offering a carvery. Pink Cottage – letter sent by Clerk to the owners, the light highlighting the village sign is at present switched off. JS met the owner whilst out walking and had a pleasant short chat with her. Defibrillator – DG explaining that PY had investigated the pads and sizes, but apparently adult pads are suitable for both adults and children. £204 to replace the battery is the only item paid by the Memorial Hall – will discuss further under AOB.
9. **Planning –**
Keeper's Cottage – No objection
Greenside Lodge – No objection – but again commented on parking issue
Hare House – discussion on letters received by Clerk and two Councillors. Discussed MK's comments and read out letter from Enforcement Team at ESC. The PC will continue to monitor the situation.

10. Finance -

Review of Accounts – as at 6th December 2022 (previously circulated)

Current Account	£ 562.28
Business Premium Account	£4,875.25
Common Rights Account	£1,961.58
Total Funds	£7,399.11

Comprises:	
General Fund	£4,328.74
Common Rights Fund	£1,961.58
C/L Fund	£1,108.79

Accounts were approved, proposed NA, seconded JS

Bank Transactions 11th October – 6th December 2022

11th October Chq 100524 – Community Action Suffolk (web host fee) £60.00

28th October and 28th November – Clerk's wages £174.00

Review of Actual against Budget for year 2022/23

No further exceptional items not budgeted occurred in the period.

Invoices outstanding for payment

The following were reviewed and authorised for payment.

Sutton Bowls Club £40 (2 x hire of meeting room)

Clerk's expenses £58.50 - included within were bottle of wine for Brian Atkinson (a thank you) re footpath clearances during the year; and £21.00 to Helen Shand re Parish Council contribution to Parish Newsletter printing costs, paid by Clerk via BACs. As PY was not in attendance, discussion over the Parish Council contributing to the Defibrillator maintenance costs was deferred to the next meeting.

Budget and Precept for 2023/2024

East Suffolk Council had informed the Clerk that a Precept of £3,502.50 would equate to a zero increase in the PC element of Council Tax. After discussion it was agreed that the budget should be formulated at the £3,500 figure. It was anticipated that the 2023 election costs would be budgeted at £100 for an uncontested election, as in previous years.

CIL Fund - The Memorial Hall Grant payment of £1,000.00 was deferred to a later meeting.

Common Rights Account – NA advised that both he and PY had located the old documentation and NA had spent a considerable amount of time reviewing the documents to date. NA advised that this task was not complete but at the present time nothing other than that Trustees had been appointed in 1948, was evident and no further documentation suggesting any guidance had so far been located. However, NA advised that a final search of the County Archives would be undertaken before the next meeting, when a final decision on the matter would be made. A brief discussion on the suggested usage of the Common Rights Funds was undertaken and, the overriding principle was that it should be for the benefit of the parishioners, whether by funding a project for their mutual benefit or, a reduction in the Precept. However, AM pointed out that no decision will be made until we have all the facts at our disposal.

SALC – payroll services – Further to the previous meeting, the Clerk had been in contact with the Inland Revenue in order to re-register the Parish Council as an Employer. However, Inland Revenue advised the Clerk that registration was not



necessary to be compliant as the Clerk was paid a wage considerably below the threshold required for registration. Accordingly, payroll services provided by SALC were not required.

11. **Election Costs** – East Suffolk Council had advised that an uncontested election in May 2023 would cost the Parish Council approximately £100. Should a contested election occur, whereby more nominations were received in excess of the current nine Councillors, an election would occur and the estimated costs thereon would be £900. The number of valid nominations would not be known until after the start of the new budget year, therefore should a contested election occur, the excess costs over the budget for an uncontested election would be funded from Parish Council reserves.

12. **Thermal Imaging Camera Survey**

AM advised that this would begin on Wednesday, three properties were booked in and a further two on Thursday. Both AM and Clerk would be in attendance at the properties. The camera was passed around for the Councillors to look at. The survey would only benefit the householder. No reports are being produced. Further properties will be surveyed next week.

13. **Ease the Squeeze** – Information and Posters had been circulated, placed on website and notice boards etc. SC had received an enquiry from a parishioner requiring assistance and had responded by providing details.

Citizens Advice Information/Disability Advice Service

DAS – As mentioned at the previous PC meeting Clerk had recently attended the opening of new offices in Martlesham Heath, and met with a Rod Gibson, Secretary and Trustee. Clerk subsequently received a letter from Rod confirming that the DAS had provided a valuable service to a number of our parishioners and any donation from the Parish Council would be very welcome.

After a brief discussion, it was decided to give a donation of £100 to DAS. The work of the CAB was recognised by the PC but the limited budget precluded any assistance being offered this year.

14. **Broadband/Mobile**

AM had written recently to Therese Coffey (Suffolk MP) regarding the recent damage to the broadband line serving the village. Openreach's response was extremely slow until Ms Coffey's intervention. The letter from her office was read to the Councillors. Broadband Providers now required users to have their landline digitally provided from the broadband network, therefore any problems with the system would require users to access the mobile signal. Unfortunately, Sutton fell in an area between masts at Sutton Heath and Waldringfield and the signal received was extremely poor. DG had complained to O2 and they advised that an upgrade to the Sutton Heath mast was to occur on 7th December. Whether this would make any improvement is unknown, but the situation in the village was unsatisfactory.

15. **AOB** - GF commenting that the MOD mast at Sutton Heath would benefit the MOD rather than Sutton residents.



Clerk confirming new Electoral Role is now available and a copy would be sent to a secure connection by the Electoral Roll Team.

Clerk had received email from Barclays Bank requiring updated information to be compliant with their Money Laundering Regulations. Clerk liaising with JS and an appropriate response has been sent.

DG – Did the PC wish to have the next PC meeting in the Bowls Pavilion or the Memorial Hall as weather is becoming colder? Councillors confirmed Bowls Pavilion would suffice.

Clerk advised the PC that she intends to give three months' notice as at the 1st January 2023 to leave the post of Parish Clerk on 31st March 2023.

Meeting Closed 9.05pm.

Next Meeting Tuesday 17th January 2023

Signed A. L. McManus Dated 17/1/23

Chairman