

# GAZELEY PARISH COUNCIL

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## **Minutes of the meeting of Gazeley Parish Council Held in Gazeley Village Hall on Tuesday 8<sup>th</sup> November 2016**

**Present:** Cllr Judy Moatt (Chair), Cllr Kevin Grimwood, Cllr Hilary Appleton, Cllr Charlene Vandenbroucke and Cllr John Chambers.

**Also Present:** Parish Clerk, Lynne Francis and 6 members of the public.

**16/11.1 Apologies for absence:** Cllr Tom Morgan had sent apologies as he was unwell.

**16/11.2 Declarations of interest in matters on the agenda:**

None declared.

**16/11.3 Reports from external bodies**

**i. County Council Report:**

A monthly report had been sent by Cllr Colin Noble and had been circulated to all members.

**ii. District Council Report:**

Cllr Rona Burt had sent apologies but had sent her monthly report which had also been circulated before the meeting.

The final submission of the Single Issue Review and Site Allocations documents, which were due to be presented to the Local Plan Working Group on 3<sup>rd</sup> October, had been delayed because of the decision to turn down the approval on the Hatchfield Farm application. A revised timetable has to be agreed.

It is now anticipated that the consultation on the final draft will now take place in the New Year.

RAF Mildenhall – The MOD has said that part of the site will be used for housing and the rest of the site is under review to see if it will still be suitable for military use. The review will be completed by 2018.

Devolution – Leaders of the participating authorities will consider the results of the extensive consultation and agree on a summary to be sent to the Secretary of State.

**16/11.4 To approve the minutes of the meeting held on Tuesday 11<sup>th</sup> October 2016.**

The minutes were agreed as a true record of the meeting and signed by the Chairman.

**16/11.5 Clerk's Report and any other matters arising from the minutes.**

**i. Clerk's Report and correspondence**

- Complaints about the condition of the footpath crossing Tithe Close had been passed to Guy Smith. Assistant Highways Manager, at the county council.
- Sarah Lingley, Housing Officer at Flagship Housing, had written to the clerk to advise her that a belt of trees near 25 Highwood Crescent was becoming very overgrown and were now over-shadowing a nearby bungalow and distressing the tenant. The clerk had contacted Lauren Gibson-Green at Strutt & Parker to advise her of the situation and to ask whether the trees were part of the tenancy agreement on the playing field. Lauren is investigating and will report back.
- A complaint had been received about the number of cars belonging to No.1 Highwood Court which is part of the sheltered housing scheme managed by Flagship Housing. The resident complained that at least six cars were parked there, filling up all the available spaces intended for residents' use and a van was often parked on the pavement. The Clerk had passed the complaint on to Cllr Burt who had in turn passed it to Flagship to investigate.

- Cllr Burt has noted that the three months notice to repair the blacksmith’s forge on the village green would expire on 19<sup>th</sup> November when she would contact the enforcement officer to request a move to the next stage in an attempt to have the the building made safe.

**ii. Other Matters Arising**

Cllr Vandenbroucke asked if Cllr Appleton had contacted Vini Mallen to ask whether he still intended to be involved in improving facilities at the playing field. She had been assured that he did.

**16/11.6 Parish Council Vacancy.**

There had been no call for an election and the parish council were therefore free to co-opt a new councillor to fill the vacancy.

As a result of the advertised vacancy, two applicants had come forward to fill the position.

Mr Martin Hooker and Mr Douglas Day had both been invited to attend the meeting to meet the members of the parish council who had been supplied with a brief biography of both candidates.

The parish council had agreed to defer a final decision on the co-option until after the meeting and to advise both candidates of the outcome at a later date.

In the event, Mr Day failed to appear and it was agreed that the parish council would wait for an explanation from him before reaching a final decision.

The chairman thanked Mr Hooker for attending the meeting and giving the parish council some background to his application.

**16/11.7 Finance**

**7.1 Authorisation of outstanding payments:**

The following outstanding accounts were authorised.

S.P. Landscapes, August	£360.00
SALC Payroll Services	£ 54.00
BDO LLP, External Audit	£120.00
Community Action Suffolk, Website	£ 60.00

**At 28.10.16, the total balance of both Parish Council accounts stood at £18,979.19**

**7.2 Current financial report and projected budget for 2016-2017**

The clerk had supplied members with an up to date copy of the current income and expenses report.

It was agreed that the parish council should meet an hour earlier than usual next month to discuss the budget and to set the precept for the next financial year.

**7.3 Requests for funding.**

The clerk had received a request for financial support for the upkeep of the churchyard from Mr Simon Gash, churchwarden at All Saints’ Church. He noted that the parish council had been very generous in previous years and that without their support the church would find it very difficult to maintain the churchyard in such good condition. The request will be considered at the budget meeting in December.

**16/11.8 Planning Matters**

DC/16/2128/HH – Single storey side extension (following demolition of existing conservatory),

1 Dalham Road, Gazeley.

The parish council studied the proposal and plans for the extension and had no objection to the application.

**16/11.9 Councillors’ Reports**

- Cllr Morgan - Playground **maintenance.**

Cllr Morgan had informed councillors by email that Playmaintain had received our instruction to carry out works at the playground but that they would have to wait until next spring.

- Cllr Vandenbroucke – Speed Indication Signs – the posts have been ordered and will soon be delivered. She will be having a meeting with a representative of Moulton Parish Council about the equipment. At a recent meeting of the Parish and Town Forum, it was noted that the district council will be going paperless. Cllr Vandenbroucke and Cllr Appleton will be attending the West Suffolk Parish and Town Conference, which is being held on 14<sup>th</sup> November in Newmarket.
- Cllr Grimwood – The sports field is being covered with dog waste. It has become a regular practise for some residents to go to the field in the dark and let dogs off to relieve themselves on the grass. It was agreed that all recreational areas should be dog-free because irresponsible owners have no regard for human safety.
- Cllr Moatt – Complaints are still being received about potholes. The footpath sign has not yet been restored at the rear of Tithe Close. Vini Mallen is holding regular physiotherapy sessions in the village hall. It was pleasing to see that they are being supported.

The clerk asked that any articles or suggestions for inclusion in the December newsletter should be sent in by the end of this month.

### **16/11.10**

**The next meeting of the Parish Council** will be held on Tuesday 13<sup>th</sup> December at **6.30pm** in the village hall. This is an hour earlier than usual, to allow for a discussion on the budget for next year.

### **PUBLIC FORUM**

It was reported that there is a streetlight outage in The Street. The exact location wasn't given.

The condition of the pond at the junction of Moulton Road is still giving cause for concern. It is very untidy and the fence has been broken for a long time.

It was noted that the front wall of the property known as Tithe Barn is beginning to break up where plants have been allowed to grow over the wall and on to the pavement. The clerk will write to the householder.

Complaints have been raised about the number of cars that are regularly parked outside the school all day. Problems are occurring because vehicles connected with building works being carried out at the cottage opposite are also parked on the road and this presents difficulties for larger vehicles trying to pass. Staff at the school used to park on the school premises and the clerk will contact the head teacher about the situation.

The meeting closed at 8.45pm.