

# BADINGHAM PARISH COUNCIL

## Minutes of the Council Meeting held on Thursday 27 October 2022 at 7.00 pm

in Badingham Village Hall, Low Street, Badingham IP13 8JT

Members: Cllrs Bowe, Frost, Sweeney and Welham. Also present the Clerk. No members of the public.

1. **Chair's Welcome:** The Vice-Chair welcomed everyone to the meeting in the absence of the Chair.
2. **Apologies for Absence:** Apologies were received and approved from Cllrs Mountain and Horrocks.
3. **Pecuniary/Non-Pecuniary Interests:** There were no declarations of Pecuniary or non-Pecuniary Interests declared and no requests for dispensations.  
The Clerk re-issued several members Register of Interests for review by them. **Action:** *Online links to be resent to the appropriate Councillors*
4. **Minutes:** The minutes of the meeting 25 August were approved and signed by the acting Chair.
5. **Public Forum:** There were no members of the public present for the public forum.
6. **Report from County Councillor Stephen Burroughes:** Report previously distributed and on website.
7. **Report from District Councillors Lydia Freeman/Maurice Cook:** Reports previously distributed and on website.
8. **Governance and Statutory Business:**
  - a) The dates for Councillor training modules were re-confirmed. Links will be sent nearer the time by SALC.  
**Action:** *All Cllrs to save the module files once completed for sharing*
  - b) Council approved payment of an annual subscription to SLCC for the Clerk. Annual fee approx. £98.
9. **Planning:**
  - a) Planning applications received:  
DC/22/3763/FUL: Erection of 2-storey extension, single storey rear extension and alterations @ Church Green House, Low Street – Members voted to support the application with 2 points of note; (i) a very outdated map used on the application and (ii) mindful of any damage construction vehicles might incur on the unadopted road near the property.  
DC/22/3997/FUL: Demolition of existing dwelling, removal of garage base, erection of new 2 bedroom dwelling and new private amenity building to the rear, and associated works @ Glebe Cottage, Hollow Lane – Members voted to support this application and applauded the detailed wildlife report within the application documents.
  - b) Planning determinations received:  
DC/22/2720/FUL: Erection of 2 x detached dwellings and garages with associated landscaping including new access from public highway @ 1 Twin Oak Drive – application withdrawn.
  - c) Any other planning matters for information only  
DC/22/0854/VOC: Stables & Manege, Mill Road - Variation of Condition No. 2 of DC/20/4106/FUL notification from ESC stating reviewed 20/9/22 and Officers were minded to approve the application contrary to the Parish Council's recommendation to refuse.
10. **Accounts:**
  - a) The list of payments for approval totalling £3186.05 (previously circulated) was unanimously approved and signed by 2 Councillors.
  - b) Receipts: CIL income of £5688.53 was received in October.
  - c) The bank reconciliation dated 30 Sept 2022 (previously circulated) was approved and signed by the Cllr Frost.
  - d) The financial report of Budget vs. Actual was approved (previously circulated). It was agreed to transfer some minor balances into general expenses and hall hire. It was also agreed to transfer £1000 to the Village Hall to cover essential bills.
11. **Bank Account:** The Clerk confirmed internet banking was up and running on all accounts including the Village Hall accounts. Letter authorising change of address signed by 2 signatories for the VH accounts.

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## 12. Update on the Village Hall:

a) The Parish Council approved the decision to take on Sole Trusteeship of the Village Hall as voted for at the VH AGM on 23 Sept 2022. A sub-committee formed at that meeting will act under the authority of the PC to be known as the Badingham Village Hall Management Committee. They will have the authority to act within the remit set out in the Terms of Reference which will be finalised and approved asap, together with any other legal / governance documents required to fulfil the process. The VH will continue to operate as a Charity. Banking and accounting will fall under the PC as the sole trustee. The Clerk will seek further advice through SLCC once membership finalised post meeting.

**Action:** Clerk to send legal documents to Cllr Sweeney for reviewing before adoption at the next meeting.

b) Update on the internal decorating quotes and snagging issues: Four quotations were considered. It was agreed to use an established contractor at £1400 plus vat. Original specification was for brilliant white paint in the hall which was deemed too harsh, clerk to query with the approved contractor and report back to the next VH meeting on 7 November. It was noted this may adjust the price slightly. Duncan & Sons confirm the hall lights can be dimmed by changing the main switch to a dimmer switch. Noted that the dip in the floor level in the kitchen was a trip hazard that needs highlighting for future users. It was agreed to defer all snagging issues to the VH Management Committee.

c) The Clerk confirmed still chasing a response to the Expression of Interest submitted to ESC re Electric Charging Point at the VH.

d) It was agreed to defer the refurbishment of the outside area of the Village Hall to the new VH Management Committee once they are legally up and operational, proposals for which should then be fed back to the PC for approval. Clerk to ensure they include the BCC in any discussion regarding the shed.

**13. Pocket Park:** ROSPA annual inspection was done in September on both the pond and play equipment. No red flags alerted, all low risk, the majority being vegetation cutbacks and equipment cleaning. Cllr Welham suggested a working party is arranged to help him carry out the required work. Cllr Bowe to discuss with Enterprise Badingham (EB) and enlist their help if possible. Outdoor Risk assessment required to ensure volunteers are covered under the PC insurance. Note parking outside of the main gate is strictly forbidden for health and safety reasons. **Action:** Cllr Bowe to enlist volunteers from EB. Risk assessment to be sent to Cllr Welham asap

**14. Verge cutting:** Verge cutting on main roads is carried out by ESC who adopted a re-wilding policy unless it presents a danger to vehicles. Kindlewood carry out the hedge and verge cutting on our behalf. We have a policy of re-wilding some of the verges on a balanced management plan.

**15. Dog Bin request:** It was agreed there were sufficient dog bins sited on Low Road so no more required.

**16. Hour Community Framlingham:** A request received from the charity as to how we can help parishioners use this cost-based service who have a 13-seater minibus. Could they provide a weekly service for older members of our community with or without mobility issues from Badingham to Framlingham and back again. It was agreed to promote this in the Echo. **Action:** Clerk to obtain more info for the Echo article

**17. Fund raising:** A Clothing Bank in the VH car park fund was discussed as an income stream for the VH. It was agreed this should be delegated to the new VH Management Committee.

**18. Strategic Plan:** To review the updated strategic plan - c/forward to the next meeting. Note re Village sign – **Action:** Clerk to speak to BF in this regard asap

**19. Motion under the Public Bodies:** Clerk expressed concern at the extra hours being taken up by VH business.

**20. Date of next meeting:** Scheduled for 22 December - too near to Christmas so brought forward by one week to Thursday 15 December. Clashes with kurling in the main hall so agreed to use the small meeting room.

**Action:** Cllr Bowe to ensure the meeting room is clear of decorating equipment

The meeting closed at 9.20 pm.

Caroline Emery - Clerk and Responsible Financial Office to Badingham Parish Council

2022012 Minutes of the meeting of the Parish Council of 27 October 2022

So signed by the Vice Chair at the meeting on 19 December 2022