

BADINGHAM PARISH COUNCIL

Minutes of a Meeting of the Parish Council held at 7pm Tuesday 26 September 2023

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

Members: Cllrs Bowe, Mountain, Sweeney and Welham. Also present the Clerk, no public.

1. **Chair's Welcome:** The Chair welcomed everyone to the meeting.
2. **Apologies for Absence:** No apologies; all present.
3. **Pecuniary/Non-Pecuniary Interests:** There were no interests declared and no requests for dispensations. Cllrs were reminded of their obligations under the new Code of Conduct.
4. **Minutes:** The minutes of the meeting 8 August 2023 were approved and signed by the Chair.
5. **Matters arising from those minutes:** (i) School buses and school transport (minute item 12b 8/8/23), still awaiting a response from SCC school transport despite chasing by phone and email. (ii) BT internet contract due for renewal 1 Feb 2024 – **Action:** *Cllr Sweeney to progress nearer the time.* Note COUNTY Broadband anticipate bringing broadband to the village mid-2024 which will mean free wifi for the VH. (iii) Pub parking and trees (minute items 12a and 15 dd 8/8/23) – nothing positive received to date although a sign has been put up to try and alleviate the parking situation. **Action:** *Cllr Sweeney to approach their HO in both respects*
6. **Public Forum:** There were no matters raised in the public forum.
7. **Report from County Councillor:** No report received. Parish report August 2023 circulated from SCC Councillor's Topping and Lever.
8. **Report from District Councillors:** September report previously circulated for information with apologies for non-attendance.
9. **Governance and Statutory Business:**
 - a) BPC generic email addresses – outstanding one for Cllr Welham set up post meeting. All complete.
 - b) The following policies were reviewed and approved: Standing Orders, Financial Regulations, Model Publication Scheme & Freedom of Information Policy, Data Protection & Information Management Policy, and Grant Funding Policy
10. **Planning:**
 - a) The following planning application was discussed:
DC/23/3274/FUL: Demolition of existing building, removal of garage base, erection of new 2 bedroom house and amenity building to rear and associated works @ Glebe Cottage, Hollow Lane – The Parish Council unanimously approved the application.
 - b) No planning determinations received to note.
 - c) Any other planning matters for information: The response from ESC planning department to our question was discussed for actioning under (d) below. ESPA newsletter previously circulated. Custom and Self-Build Housing survey considered for comment – no comment unanimously agreed.
 - d) How can we protect the integrity of the village – **Action:** *All Councillors to draft 3-4 simple points; a round up of these to be brought to the November meeting, which will formulate a local policy for Badingham with 4-5 clear precise aspects to be approved and sent to ESC planning, for review 12 months thereafter*
11. **Accounts:**
 - a) The list of payments for approval totalling £1728.71 (previously circulated) was unanimously approved and signed by 2 Councillors. A list totalling payments of £3434.65 for the V Hall was also approved and signed.
 - b) There were no receipts to note.
 - c) The bank reconciliation as at 12 September 2023 (previously circulated) was approved and signed by the Chair.
 - d) The financial report of Budget vs. Actual was noted as per the circulated spreadsheet.
 - e) The external audit report re the Agar was noted.
 - f) SLCC renewal – it was agreed this was something that a potential new clerk could be offered. It will not be renewed in the interim.
 - g) Update on bank switch: The Parish Council accounts with Barclays have been switched as at today. The Village Hall accounts need a separate application as presented at the meeting and signed. Note post meeting, VH application uploaded 27 Sept and awaiting decision from Unity Trust Bank and switch date.
 - h) Insurance renewal: In the third year of a 3-year deal so cannot switch at this stage. Renewal cost £410.34. Note this excludes the VH building which is covered under a separate VH policy.

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So signed by the Chair at the meeting on 31 October 2023

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- 12. Community Partnership Networking:** Clerk to register Cllr Bowe for the Climate Change event at Saxmundham Market Hall on Saturday 4 November 10 – 2pm. Cllr Sweeney will try and attend the Ward Get Together at the Castle Community Rooms on Tuesday 10 October 2 – 4pm and has already registered interest. **Action:** *Both Cllrs to attend as above if possible and report back*
- 13. Large Scale Energy Projects:** It was resolved not to sign the proforma letter addressed to Minister Bowie as there was no clear majority with 2 abstentions.
- 14. To receive Village Hall update and approve any decisions if required:** 5 Foot planters will be constructed by Cllr Bowe which will line the railing along the VH building boundary as an added safety measure and double up as a feature. Cllr Mountain has obtained a nursery sponsor to provide plants etc up to the value of £500 for the outdoor area. Cllr Bowe to pass on this information to the VH Committee. The new boiler is installed and working. The Clerk advised we will have to monitor funds as only £1500 received towards the boiler cost of £2500 nett. **Action:** *Cllr Sweeney to attend the next VH meeting on Monday 2 October at 7.15pm*
- 15. Pocket Park and Open Green Spaces:** Awaiting the Rospa report for Pocket Park. Pond very overgrown. Revised quote of £1600 from £1845 nett to carry out the required work on the 3 trees reported in the August minutes (item 15). **Action:** *Cllr Welham to give the go ahead for the work to be done.* All hedges need doing – at Pocket Park, and around the V Hall boundaries. **Action:** *Cllr Welham to obtain a quote for all the hedge work and report at next meeting*
- 16. Strategic Plan re Assets:** To review the notice board at Mill Road. It was agreed this was dangerous and needs dismantling asap to prevent injury to anyone. Cllr Bowe to retain the Perspex in the interim. To monitor any feedback in this regard.
- 17. Correspondence received:** (i) Survey completed online re the direction ESC will take for the next 4 years.
(ii) 3 Public Space Protection Orders in the ES district re dogs – it was resolved not to comment on the proposals.
- 18. Motion under the Public Bodies (admission to meetings) Act 1960** to exclude the public and press for discussions regarding personnel where publicity might be prejudicial to the special nature of the business. The Chair thanked the Clerk for all her hard work on behalf of the Parish Council. She will continue to do the basics in the interim until a new clerk can be found. **Action:** *Cllr Sweeney to respond to the 2 other applicants asap*

The meeting closed at 9.06 pm.

The next meeting is on Tuesday 31 October at the usual time of 7pm.

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