

**MINUTES OF THE YOXFORD PARISH COUNCIL MEETING
HELD ON THURSDAY 8th SEPTEMBER 2022 AT 7:00 PM AT YOXFORD VILLAGE HALL**

1. Attendance and Apologies

Attendees:

Cllr. Russell Pearce – Chair
Cllr. Paul Ashton – Vice Chair
Cllr. Ian Shaw
Cllr. David Tower
Cllr. David Childs
Cllr. Sarah Barrett
Cllr. Janet Gardner
Cllr. Nicoll McCallum
Cllr. Stephen Siddall

Apologies for absence:

Cllr. Laura Greenberg – written and accepted
County Cllr. Richard Smith
District Cllr. Stephen Burroughes

In attendance:

Sharon Smith - Clerk/RFO
1 member of the public

2. Councillors' Declarations of Interest

None.

3. Casual Vacancies

The Council noted the resignations of Cllr. John Sutherell, received on 21 August 2022, and Cllr. Stephen Siddall, from the close of this meeting. The Council recorded a vote of thanks for all their hard work and service for many years.

ACTION: Clerk to inform the District Council.

4. Public Forum

None.

5. Meeting Minutes

a) It was proposed by Cllr. Nicol McCallum, seconded by Cllr. Sarah Barrett, and resolved that the minutes of the meeting held on 11th August 2022 are approved. All in favour.

b) It was proposed by Cllr. Stephen Siddall, seconded by Cllr. Ian Shaw, and resolved that the minutes of the extraordinary meeting held on 1st September 2022 are approved. All in favour.

6. Yoxwood View Play Area Acquisition

a) Cllr. Stephen Siddall proposed that the Council resolves:

- i) to proceed with the acquisition of the play area at Yoxwood View;
- ii) to accept the terms of the transfer to the Council; and
- iii) to accept the commuted sum offered by Flagship Housing, currently £107,148.50.

Seconded by Cllr. Russell Pearce. All in favour.

b) The Council accepted Cllr. Stephen Siddall's offer to continue to be involved, via the Clerk, with the legal side of this item until completion.

ACTION: Cllr. Stephen Siddall and the Clerk to progress.

7. Planning

Cllr. Stephen Siddall proposed that the Council supports planning application DC/22/3346/LBC - repair main chimney, in particular the four Tudor brick flues arising from the chimney string course base - The

Old Manor, Strickland Manor Hill. Seconded by Cllr. Russell Pearce. All in favour.

ACTION: Clerk to inform the planning department.

8. Parish Matters

a) Cllr. Paul Ashton reported that he asked the community for feedback, via the website and social media, about a proposal to implement a 20mph speed limit on various roads in the parish. 52 responses were received and not one expressed opposition although many expressed scepticism about receiving County Council permission and the success of enforcing the limit. Cllr. Ashton proposed that he writes to County Cllr. Richard Smith to state the case for lowering the speed limit in High Street, Little Street, Oakwood Park, Cullcott Close, Strickland Manor Hill, Elmsley Way, Meadowlands Close and Old High Road. Seconded by Cllr. David Tower. All in favour.

ACTION: Cllr. Paul Ashton to progress.

b) The Council agreed to purchase two benches for Old High Road from Broxap Ltd for £799 each.

ACTION: Clerk to order.

c) The Council agreed to purchase a poppy wreath for Remembrance Sunday from Royal British Legion for £17.

ACTION: Clerk to order.

d) The Clerk reported that she had arranged for the East of England Ambulance Service to replace the defibrillator battery and pads free of charge.

e) The Council agreed to renominate the Griffin Inn as an Asset of Community Value.

ACTION: Clerk to progress.

9. Councillors' and Clerk's Reports

a) Sizewell C – no update.

b) Yoxwood – no update.

c) Village Sign – no update.

d) Teenagers' Shelter – Cllr. Russell Pearce reported that the shelter has been completed. The CYDS Project Director has agreed to arrange outreach sessions with older teenagers. The Clerk said a request to complete a grant monitoring form had been received from the ESC Community Partnership.

ACTION: Clerk to complete the monitoring form.

e) Basketball Units – no update.

f) Church – no update.

g) Police – no update on the Suffolk Constabulary's website since the last meeting.

h) Cemetery – the Council reviewed the fees schedule and resolved:

i) for children aged up to 18 years – decrease the interment fee from £75 to nil;

ii) for persons aged 18 years and older – increase the interment fee from £150 to £200;

iii) for cremated remains in an pre-existing plot – increase the interment fee from £70 to £75;

iv) for single plots – increase the reservation fee from £200 to £250;

v) for double plots – increase the reservation fee from £250 to £300;

vi) for searches of the burial records per name – decrease the fee from £27 to nil.

i) Future Projects – the Council agreed to arrange another strategic aims meeting.

ACTION: Clerk to circulate dates.

10. Finance

- a) The Council noted the latest financial position, including receipts.
- b) The Council resolved to increase the Fidelity Guarantee insurance cover from £50,000 to £200,000 to include the Village Hall funds.

ACTION: Clerk to inform the insurance company.

- c) The Clerk explained that the insurance renewal quotation from Community Action Suffolk was not available as the underwriter had requested a current valuation for the Village Hall. The Clerk said the hall has not been valued for many years and the current valuation for insurance purposes was £675,305. The Council resolved to appoint a building surveyor to value the hall, to increase the current valuation to £750,000 in the meantime and to, in principal, accept the insurance renewal quotation.

ACTION: Clerk to inform the insurance provider and to obtain quotes from building surveyors.

- d) It was proposed by Cllr. Sarah Barrett, seconded by Cllr. Russell Pearce, and resolved to authorise the following payments. All in favour.

Details	Payee	Amount	Power
Clerk's Salary	Sharon Smith	£510.60	LGA 1972 s.112
Cemetery Garden Waste Removal	Sharon Smith	£47.00	LGA 1972 s. 214
Village Hall Ground Clearing	RSC Landscapes Ltd	£360.00	OSA 1906 s.10
Birketts LLP	Village Hall – HM Land Registry	£270.00	LGA 1972 s.111
Bank Charges	HSBC	£14.00	LGA 1972 s.111
Grant Contribution	Meet Up Tuesday Group	£300.00	LGA 1972 s.137
Additional Insurance Premium	Business Services at CAS Ltd	£7.02	LGA 1972 s.111

11. Correspondence

The Council reviewed the correspondence received from 3rd August 2022 to 2nd September 2022.

12. Questions to the Chair

The Council acknowledged the sad passing of Her Majesty Queen Elizabeth II earlier today. The Clerk explained the guidance she had received from 'Operation London Bridge'. Cllr. Paul Ashton agreed to post a statement from the Council on the website and to provide information about the Book of Condolence and floral tribute arrangements to be made available at the Church. Further information will be provided on the website about the proclamation of the new King in due course. The Clerk was authorised to purchase a Book of Condolence.

ACTION: Cllr. Paul Ashton and the Clerk to progress.

13. Next Meeting

The Council confirmed the date and time of the next meeting of the Council which is scheduled for Thursday 6th October 2022 at 7:00 pm.

The meeting closed at 8:15 pm.

Appendix I - Financial Position

Bank Balances

HSBC Community Account as at 12 August 2022	£34,626.86
N S & I Investment Account as at 1 January 2022	£11,043.90
United Trust Bank Business Bond as at 31 July 2021	£7,364.89
United Trust Bank Business Bond as at 19 December 2021	£5,420.50
	<u>£58,456.15</u>

Earmarked Reserves

Strickland Manor Hill Play Area	£1,170.85
Mulberry Park	£5,000.00
Youth Club	£4,180.00
CIL 2019-2020 – Village Hall	£441.74
CIL 2020-2021	£5,532.68
CIL 2021-2022	£17,090.94
	<u>£33,416.21</u>

Bank Balances less Reserves

£25,039.94

Income – August 2022

HMRC – VAT Reclaim	£8,182.46
Insurance Claim – Village Sign	£2,075.00
United Trust Bank – Interest	£77.33
	<u>£10,334.79</u>

Payments – September 2022

Sharon Smith - Clerk's Salary	£510.60
Sharon Smith – Cemetery Garden Waste Renewal	£47.00
Yoxford Village Hall – Transfer of Reclaimed VAT	£7,092.84
RSC Landscapes – Grounds Clearance	£360.00
Birketts – Village Hall Land Registration	£270.00
MUTS – Grant Contribution	£300.00
HSBC – Bank Charges	£14.00
Business Services at CAS Ltd – Insurance Premium	£7.02
	<u>£8,601.46</u>