

**MINUTES OF THE YOXFORD PARISH COUNCIL MEETING  
HELD ON THURSDAY 6<sup>th</sup> OCTOBER 2022 AT 7:00 PM AT YOXFORD VILLAGE HALL**

**1. Attendance and Apologies**

**Attendees:**

Cllr. Russell Pearce – Chair  
Cllr. Paul Ashton – Vice Chair  
Cllr. Laura Greenberg  
Cllr. Ian Shaw  
Cllr. David Tower  
Cllr. David Childs  
Cllr. Janet Gardner

**Apologies for absence:**

Cllr. Sarah Barrett – written and accepted  
Cllr. Nicoll McCallum – written and accepted

**In attendance:**

County Cllr. Richard Smith  
District Cllr. Stephen Burroughes (virtual)  
Sharon Smith - Clerk/RFO  
2 members of the public

**2. Councillors' Declarations of Interest**

None.

**3. Casual Vacancies**

Cllr. Russell Pearce proposed that the Council co-opts Ian Patterson and Hazel Wheeler to fill the two casual vacancies. Seconded by Cllr. David Tower. All in favour. Mr Patterson and Mrs Wheeler signed the Declaration of Acceptance of Office forms and joined the Council with immediate effect.

**ACTION: Clerk to inform the District Council of the appointments.**

**4. Public Forum**

a) District Cllr. Stephen Burroughes reported that he attended the HM Queen Elizabeth II service at Bury St Edmunds cathedral to represent the residents at a District and County level. Cllr. Burroughes summarised his monthly report. Highlights included the District Council's help with the cost of living crisis, particularly the Ease the Squeeze initiative. Three Financial Inclusion Officers have been appointed and a series of roadshows next month will advise residents. Digital Champions are rolling out a scheme in libraries to coach residents to enable them to access services online. With regard to Cullcott Close, Cllr. Burroughes said he had a meeting scheduled next week for an update on the situation.

b) County Cllr. Richard Smith reported that the Judicial Review led by Together Against Sizewell C, and supported by Stop Sizewell C, has been accepted by the court but a date for the hearing has not yet been announced. A second Judicial Review was submitted by RSPB but this was rejected as it was lodged one day late. Cllr. Smith said that if the Judicial Review fails, EDF will progress its Final Investment Decision which is more likely to need £30 billion than the £20 billion previously stated. If funds are secured, EDF aim to start by summer 2023 which will be the start of misery for many communities. Cllr. Smith said he will work hard to get as much community compensation as he can. Cllr. Smith reported that next financial year's budget will be for £625 million with £58 million alone due to inflation. The County has until February 2023 to present a balanced budget which will require tough decision making. Cllr. Smith said that the County Council, in consultation with the District Councils and Ipswich Borough Council, has eight more days to put in an expression of interest for Investment Zones which may bring considerable benefits to new employers and potentially new housing.

Cllr. Smith referred to correspondence received from Cllr. Paul Ashton and said he was happy to discuss the proposed 20 mph speed limit. Cllr. Ashton asked if it was worth pursuing a change to the current County Council policy which does not permit 20 mph limits on A and B roads. Cllr. Smith replied that his view has not changed but Darsham Parish Council has made a similar request. He said facts and figures are necessary to support public opinion therefore the first stage is to arrange for an accurate speed survey. There will then be a period of public consultation, lasting a year, then a report will be considered by the relevant Cabinet Member. He said he cannot pre-judge the final decision but he is keen to support parish

action so he will help with the administrative side. Cllr. Ashton said it was likely that the report would recommend rejection of the proposal as the officers will be guided by the current policy for at least 30 mph on an A road. Cllr. Smith replied that exceptions can be made if speeds are in excess of 40 or 50 mph and a range of measures could be offered to reduce speed. Cllr. Ashton agreed to research the steps necessary to conduct a speed survey. District Cllr. Stephen Burroughes offered funding to support this from his Enabling Communities Budget.

**ACTION: Clerk to add to next month's agenda.**

## **5. Meeting Minutes**

a) It was proposed by Cllr. David Tower, seconded by Cllr. Paul Ashton, and resolved that the minutes of the meeting held on 8<sup>th</sup> September 2022 are approved. All in favour.

b) It was proposed by Cllr. Laura Greenberg, seconded by Cllr. David Tower, and resolved that the minutes of the extraordinary meeting held on 8<sup>th</sup> September 2022 are approved. All in favour.

## **6. Councillors' and Clerk's Reports**

a) Sizewell C – the Clerk reported that she will attend the first meeting of the B1122 Working Group with EDF scheduled later this month

b) 20mph Speed Limit Proposal – the Council agreed with Cllr. Paul Ashton's suggestion to join forces with other parishes to try to change the County Council's policy which he said is fundamentally wrong. Cllr. Ashton said the policy should be to assess a location, establish a reasonable speed limit, and then design the road to ensure vehicles drive below that limit. Cllr. Laura Greenberg said the policy was not consistent with other areas as there are many streets in London which are 20 mph. Cllr. Ian Shaw said Cllr. Richard Smith should not take a personal stance on speed limits but should represent his constituents. In response to a question from Cllr. David Tower about other traffic calming measures, Cllr. Russell Pearce said the team from Cockfield Hall were keen to introduce cobbled areas and small islands with trees in the High Street which the Council could support. Cllr. Greenberg suggested that informal, amusing, slow-down signs could be made to attract drivers' attention and encourage safer speeds.

c) Yoxwood – more trees have been purchased including a Queen Elizabeth II commemorative tree.

d) Police – the Clerk said four crimes were reported in the parish in July 2022. One violence/sexual offence in Elmsley Way, one burglary at the Village Hall, one criminal damage/arson on the A12 near Cullcott Close, and one criminal damage/arson on the B1122 just beyond the level crossing.

e) Church – Cllr. Ian Shaw reported that there will be no cleaning this month due to lack of attendance.

f) Ease the Squeeze Briefing – Cllr. Sarah Barrett attended and will brief the Council at the next meeting.

**ACTION: Clerk to add to next month's agenda.**

g) Future Projects – the Council agreed a meeting date to further consider the strategic objectives. Cllr. Laura Greenberg recommended that the Council applies for further funding from the District Council's Enabling Communities budget for the Meet Up Tuesday Group or the Youth Club, depending on their funding needs. The Clerk reported that the Meet Up Tuesday Group funds will be depleted by the planned, subsidised Christmas lunch at the Fox Inn, Darsham

**ACTION: Clerk to invite CYDS Project Director to brief the Council at the next meeting.**

## **7. Planning**

Cllr. Russell Pearce proposed that the Council supports planning application DC/22/3709/FUL – side extension – Wades, High Street. Seconded by Cllr. Paul Ashton. All in favour.

**ACTION: Clerk to inform the planning department.**

## **8. Christmas**

The Council agreed to buy a Christmas tree and lights to be sited at St Peter's Church, subject to receiving permission from the Diocese. Further consideration is to be given to creating a lights switch-on event with carol singing and refreshments.

**ACTION: Clerk to contact the Church Warden and Cllr. Ian Shaw to obtain a price for a tree from Peggs.**

## 9. Finance

- a) The Council noted the latest financial position, including receipts.
- b) The Council noted the report from the external auditor.
- c) The Council reviewed the banking arrangements and agreed to:
  - i) Close the current account at HSBC;
  - ii) Open a business current account and a business savings account with Unity Trust Bank;
  - iii) Apply for online banking from the current account with dual authorisation required for payments;
  - iv) Transfer £35,000 from the current account to the savings account;
  - v) Appoint Cllr. Russell Pearce, Cllr. Paul Ashton, Cllr. Laura Greenberg and the Clerk as authorised signatories to both accounts;
  - vi) Remove Cllr. John Sutherell as an authorised signatory to the two United Trust Bank fixed deposits and appoint the Clerk as an additional authorised signatory with Cllr. Russell Pearce and Cllr. Paul Ashton;
  - vii) Close the investment account with National Savings and Investments and transfer the funds to the Unity Trust bank savings account.
- d) The Council accepted the insurance renewal quotation for £140 for Yoxwood from Zurich Ltd.
- e) The Council noted the bank reconciliation for Qtr 2 2022-2023.
- f) The Council noted the budgeted versus actual income and expenditure for Qtr 2 2022-2023.
- g) Cllr. David Tower proposed that the Council increases its donation to the Royal British Legion to £40 for a Remembrance Day poppy wreath. Seconded by Cllr. David Childs. All in favour.  
**ACTION: Cllr. David Tower to provide the Clerk with payment details.**
- h) It was proposed by Cllr. Russell Pearce, seconded by Cllr. Paul Ashton, and resolved to authorise the following payments. All in favour.

Details	Payee	Amount	Power
Clerk's Salary	Sharon Smith	£709.40	LGA 1972 s.112
Clerk's Expenses	Sharon Smith	£60.61	LGA 1972 s.111
Clerk's PAYE	HM Revenue and Customs	£48.60	LGA 1972 s.112
Bank Charges	HSBC	£12.00	LGA 1972 s.111
External Audit Fee	PKF Littlejohn LLP	£240.00	LGA 1972 s.111
Poppy Wreath	Royal British Legion	£17.00	LGA 1972 s.138B
Insurance Premium – Parish Council	Business Services @ CAS Ltd	£638.40	LGA 1972 s.111

## 10. Correspondence

The Council reviewed the correspondence received from 3<sup>rd</sup> September 2022 to 1<sup>st</sup> October 2022.

## 11. Next Meeting

The Council confirmed the date and time of the next meeting of the Council which is scheduled for Thursday 3<sup>rd</sup> November 2022 at 7:00 pm.

The meeting closed at 8:30 pm.

## Appendix I - Financial Position

### Bank Balances

HSBC Community Account as at 9 September 2022	£36,374.66
N S & I Investment Account as at 1 January 2022	£11,043.90
United Trust Bank Business Bond as at 31 July 2022	£7,442.22
United Trust Bank Business Bond as at 19 December 2021	£5,420.50
	<u>£60,281.28</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

**£26,865.07**

### Income – September 2022

East Suffolk Council – Precept Second Instalment	<b>£7,191.47</b>
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### Payments – October 2022

Sharon Smith - Clerk's Salary	£709.40
Sharon Smith – Clerk's Expenses	£60.61
HMRC – Clerk's PAYE	£48.60
HSBC – Bank Charges	£12.00
PKF Littlejohn LLP – External Audit Fee	£240.00
Royal British Legion – Poppy Wreath	£17.00
Business Services at CAS Ltd – Insurance Premium	£638.40
	<u>£1,726.01</u>

### Net Balance

**£32,330.53**