CARLTON cum WILLINGHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at Almancil, Church Road, Carlton On Thursday 14 February 2019

Present: - Stephen Roberts (Chairman), Hedley Francis, Giles Dobson, Kate Homan, Paul Archer, Mary Maitland, Matthew Smith, Geoff Harvey - District Councillor, Edith Osborn - Clerk

1 Apologies:

Apologies were received from Henry Batchelor - County Councillor A quorum was present.

2 Minutes of the Meeting held on 8 November 2018.

The minutes of the meeting held on 8 November 2018 were reviewed. Matthew Smith proposed that the minutes be approved and Giles Dobson seconded the proposal.

3 Declarations of Interest

No councillor had any new interests to declare.

4 Administration

4.1 Risk assessment

The draft Risk Assessment was reviewed. It was discussed whether the defibrillator should be insured by the parish council but it was confirmed as being insured by the Community Heartbeat Trust who will be providing training on its use.

Giles Dobson proposed that the Risk Assessment be approved and Paul Archer seconded the proposal.

4.2 Internal Control Review 2019

The papers were reviewed

Kate Homan proposed that the Internal Control Review for 2019 be approved and Paul Archer seconded the proposal.

5 Finance

5.1 Payments proposed for authorisation were:

5.1.1 St Peter's Church	£	161.39
5.1.2 Clerk's salary	£ 1	,457.20
5.1.3 Clerk's expenses	£	29.69
5.1.4 Village Voice	£	75.00

The Chairman referred to the request from Village Voice for additional funds to support the publication of the village magazine, as for the first time in many years the accounts have shown a shortfall after the receipt of donations and advertising revenue. Based on Carlton's level of donation compared to the other villages, Stephen Roberts proposed that the parish council donate £75 to Village Voice for the current year and that the other payments be authorised. This was seconded by Kate Homan.

5.2 Receipts, payments and reconciliation as at 31 January 2019 Stephen Roberts noted that the parish council's funds are currently standing at an increased level due to the receipt of the grant of £5,500 from Wadlow Wind Farm. Giles Dobson proposed that the accounts as at 31 January 2019 be approved and Stephen Roberts seconded the proposal.

6 Planning.

6.1 Update on Willingham Green Scrapyard

Geoff Harvey confirmed that he had attended the site to see the layout and the level of contamination as engine oil is still seeping into the neighbour's garden. The planning application has gone to Committee as a material planning reason has been supplied, John Batchelor is the Chair of this Committee, and a decision will be

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made shortly. The parish council had approved the application on the basis that environmental factors would be dealt with, ie mains drainage would be available. It was advised that Mr Garrod is not inclined to go to Appeal if the application is not approved as that would add another eight months to the process.

6.2 S/0232/19/FL Hill House – single and double storey rear extensions

This application has been approved by the council but there has been no further news on this application from the District Council.

7 Environmental

7.1 Millenium Walkway and S106 monies

The Chairman advised that John Mingay has planned to start work on the Walkway in April/May this year. Stephen Roberts will complete the paperwork/feedback forms for Wadlow Wind Farm thereafter.

7.2 Carlton Public Byway 12 – overhanging vegetation

The Chairman advised that Peter Gaskin, the Footpaths Officer, had previously advised him that the vegetation by the Stour should be removed. After discussion, it was agreed that the vegetation should remain but be cut back. The briars are the worst items which grow over the byway. Peter Coppen may be able to help with this instead of residents having to do this on a continual basis. Stephen Roberts will contact Peter Coppen and also advise Peter Gaskin of what the parish council intend to do.

The remainder of the S106 monies will be used to purchase road planings to be laid on that section of the byway.

7.3 Acre Road update

The Chairman advised that all residents bar one have checked their drains in Acre Road. Thurlow Estates have cleared the ditch and water now runs down it.

The farmers have not taken any action and the 3 month notice period has expired. Water is flowing over the road currently so the Chairman will write to the County Council who will continue the process in conjunction with the Flood Control Officer. The County Council have jetted the drains on the right hand side of Acre Road. **7.4** Footpaths/Road surfaces/drains/gulleys

The Chairman reported on Josephine Robert's behalf that all footpaths are clear, the byway is muddy and that the non-thriving trees have been replaced.

The Clerk had received an email from a Great Bradley resident stating that there were no footpath markers on the route he was taking. Stephen Roberts advised that Caroline Revitt and himself had attached roundel markers to the posts a couple of years ago but the posts had been replaced by kissing gates and the roundels had not been replaced. He confirmed that he would obtain another supply and fix them to the gates. If there are any other markers missing please contact the Chairman. The Chairman will respond to the resident.

The Chairman has continually made requests at the joint parish councils' meeting that the drains are cleaned out and this week a

temporary traffic order for the road closure of Carlton Green Road is to be posted in order for the jetting to be carried out but the consultation period will last 13 weeks. Stephen and Josephine Roberts recently dug out the gulleys in Carlton Green Road . The bottom of Acre Road and Church Road also need doing.

7.5 Defibrillator update, training and VETS

The Chairman advised that the defibrillator was used within 2 months of being deployed. It is now being re-set and will soon be back in situ.

Colin Farrant has agreed to be the point of contact for the defibrillator and he will regularly check it and maintain it.

Helen Martin has agreed to paint the phonebox.

It was noted that if the debrillator is stolen, the insurance will cover it.

The VETS scheme now allows mobile phones to be used as a means of contact. Stephen Roberts has arranged a training evening on the use of the defibrillator on 29 March 2019 for two hours. The date has not been confirmed yet.

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7.6 Village website

The Clerk advised that CAPALC has suggested that the village website should not be taken over by the parish council and that someone should be found to run the website onto which the parish could add its documents as happens now.

The Chairman agreed to put a notice in Village Voice requesting volunteers to run the website.

7.7 The Chairman has started work on the Emergency Plan.

8 District Councillor's report

Cllr Harvey's report had been circulated prior to the meeting: there were a couple of typos in the text.

He reported that Haverhill Chamber of Commerce want to build dwellings near the new road, however, the proposed improvements to the A1307 will improve safety so there will be no need for a new road. The A1307 issue has been re-instated on the Department of Transport's list.

Both Geoff Harvey and Henry Batchelor have contacted Highways England regarding the signage on A11 but had no reply.

'Rubbish Friends' are a group of people who clear up rubbish between the A11 slip road and the level crossing. There appear to be a number of groups doing similar work around the county.

9 County Councillor's report

No report available.

10 General observations or matters for consideration at the next meeting (formerly AOB)

The Chairman confirmed that he had made the presentation for the LHI bid but had had no feedback yet. A decision is due May/June this year.

SIDS – Geoff Harvey advised that there was positive feedback about using the speed indicator devices from all the villages in the group.

11 Parish Meeting Agenda – items to be included

The AGM will start at 7.15pm rather than 7.30pm

The next Parish Council Meeting will be held on Thursday 9 May 2019 at 7.15pm.

The Meeting closed at 9.20pm.