

**MINUTES OF THE THEBERTON AND EASTBRIDGE PARISH COUNCIL MEETING HELD
AT THE JUBILEE HALL, THEBERTON ON WEDNESDAY 13th MARCH 2019 AT 7:30 PM**

1. Attendance and Apologies

Attendees:

Cllr. Stephen Brett - Chair
Cllr. Hilary Ward - Vice-Chair
Cllr. Joan Harvey
Cllr. Stephen Morphey
Cllr. Graham Bickers
Cllr. Julian Wallis

Apologies for absence:

Cllr. Paul Collins - written and accepted
Cllr. Beth Goose - written and accepted
Cllr. Philip Baskett - written and accepted
District Cllr. Tony Cooper
District Cllr. Susan Geater

In attendance:

Sharon Smith - Clerk/RFO
County Cllr. Richard Smith
1 member of the public

2. Declarations of Pecuniary and Non-Pecuniary Interests

None.

3. Public Forum

County Cllr. Richard Smith reported that the Joint Local Authority Group's response to the Sizewell C stage 3 consultation was passed by the District and County Council Cabinets. Both Local Authorities kept to the principle that EDF Energy needs to demonstrate that the advantages outweigh the disadvantages. Cllr. Smith said more data is needed, particularly relating to traffic, to make an informed judgement. Cllr. Smith is confident that traffic data will be received later this year but it will be too late. He will find out if this data is to be made public or only shared with the Highways Authority. His view is that all data should be made public. Cllr. Smith congratulated the Parish Council and TEAGS for organising the public meeting in the Church which was well attended and very useful. Cllr. Stephen Brett informed Cllr. Smith that the Parish Council proposes to approach EDF Energy to fund speed limit restrictions in Eastbridge and asked for his support.

ACTION: Cllr. Stephen Brett to contact Cllr. Richard Smith to ask for the contact details of a Highways engineer to discuss the speed limit proposal.

4. Minutes

It was proposed by Cllr. Hilary Ward, seconded by Cllr. Julian Wallis and agreed that the minutes for the meeting of 13th February 2019 be signed as a true record.

5. Matters Arising

None. The outstanding actions are detailed in **Appendix I**.

6. Meetings and Progress Reports

a) Defibrillators - two dates have been suggested to the trainer and we await confirmation.

ACTION: Cllr. Hilary Ward to find out if the training is open to all residents or whether volunteers need to sign up.

b) Grit Bin - the Council agreed suitable locations may be the passing place on Church Road or on the corner of Church Road/Main Street. It was agreed to submit scale plans for both options to County Cllr. Richard Smith to ascertain if they are acceptable to Highways.

c) Police - the online reported crimes database has not been updated since December 2018. Cllr. Julian Wallis noted that the break-in at the Eel's Foot Inn in December 2018 was not included in the reported incidents.

ACTION: County Cllr. Richard Smith to speak to the Police and Crimes Commissioner.

- d) Speed Indicator Device - no report this month.
- e) TEAGS - the Council noted Cllr. Paul Collins previously circulated report.

7. Consultations

- a) The Council agreed the main thrust of its response to the Sizewell C stage 3 consultation.
ACTION: Councillors to draft responses to the main themes and meet next week to further discuss.
- b) The Council considered responding to the Scottish Power Renewables stage 4 public consultation. It was agreed that the proposed development may result in increased construction traffic using local roads at the same time as the Sizewell C development and there is a need to consider the cumulative impact of all the proposed energy projects in the area.
ACTION: Cllr. Stephen Brett to consider drafting a response if time permits.

8. Parish Matters

- a) The Council considered a resident's request to create a parking area in Eastbridge playing field for visitors to the playpark, cemetery and village. The Council agreed it was unnecessary at this time. The Council were also not in favour of losing any green space in the village nor compromising the safety of children when using the playing field.
ACTION: Clerk to inform resident.
- b) The Council agreed to support planning application DC/19/0678/FUL - single storey extension to existing kitchen - Church Cottages, Church Road.
- c) The Council noted its disappointment that planning application DC/18/5232/FUL was not referred to the planning committee for consideration and was approved under delegated powers.

9. Administration

- a) The Council reviewed and approved the Asset Register.
- b) The Council reviewed and approved the Financial Regulations.
- c) The Council reviewed and approved the Standing Orders.
- d) The Council reviewed and approved the Internal Controls Statement.
- e) The Councillors noted the requirements of the Suffolk Local Code of Conduct. Cllr. Stephen Brett informed the Council that Cllr. Paul Collins had an altercation with a resident while conducting Council business. This led to the Council receiving a formal complaint from the resident. In accordance with the Council's Complaints Policy, this was reported to the District Council's Monitoring Officer who conducted an independent enquiry. The Monitoring Officer concluded that there was no need to take the matter any further due to the Council reporting the incident and the resident not wishing to pursue the complaint further. Cllr. Collins apologised to the resident.
- f) The Council agreed to appoint the Suffolk Association of Local Councils as internal auditor.
- g) The Council noted the LGA 1972 s. 137 expenditure limit for 2019/2020 is £2,062.48.

10. Finance

- a) The Council noted the latest financial position detailed in **Appendix II**.

b) The Council authorised expenditure on necessary repairs to the tractor. Approximately £300 for a new hand-brake and approximately £100 for repairs to the steering.

ACTION: Cllr. Stephen Brett to progress.

c) The Council agreed to pay the Clerk an extra 9.5 hours for holiday hours not taken.

ACTION: Clerk to inform payroll.

d) The Council postponed establishing a sinking fund to cover the cost of repairs and replacement of play equipment.

e) It was proposed by Cllr. Stephen Brett, seconded by Cllr. Hilary Ward and agreed to authorise the payments listed below.

Details	Payee	Amount	Power
Clerk's Salary	Sharon Smith	£680.36	LGA 1972 s.112
Clerk's Expenses	Sharon Smith	£7.20	LGA 1972 s.111
Newsletter Printing - January 2019	Laura Bonnett	£10.00	LGA 1972 s.111
Newsletter Printing - February 2019	Leiston Press	£20.00	LGA 1972 s.111

11. Correspondence

The Council noted the correspondence received between 8th February 2019 and 7th March 2019 detailed in **Appendix III**.

12. Questions to the Chair

Cllr. Joan Harvey asked for permission for groups of offenders on Community Service to use the Council's strimmer to maintain the churchyard and the cemetery in Theberton. The Council agreed to this request and noted its thanks to this service for undertaking work on behalf of the community.

13. Date and Time of Next Meeting

The date and time of the next meeting of the Council is scheduled for Wednesday 10th April 2019 at 7:30 pm.

Due to the Parish Council election and purdah restrictions, the date of the Annual Parish Meeting will be moved to Wednesday 8th May 2019 at 7:00 pm. The Annual Meeting of the Parish Council will follow shortly after.

The meeting closed at 9:30 pm.

Appendix I - Outstanding Actions

Meeting Date	Item Ref	Action	Responsibility	Comments
11/01/17	5a	Ascertain quantity of documentation to be stored and obtain quote from Sizewell Storage.	Clerk and Cllr. Joan Harvey	06/02/18 - to form part of the GDPR review.
06/09/17 08/11/17	5b 7c	Send SID data to SCC Highways and request a visit from the speed camera unit.	Cllr. Stephen Brett/Clerk	
06/09/17	5g	Order two playpark ownership signs.	Clerk.	13/06/18 - updated under item 10b
06/09/17	6e	Ascertain whether a litter bin can be placed on Highways land, whether Suffolk Norse will empty it and whether the sign can be renewed at the Theberton layby.	Clerk	13/06/18 - updated under item 5c.
08/11/17	10a	Purchase work party tools to the value of £515.	Cllr. Stephen Brett	
08/11/17	12a	Draft an emergency plan and add to a future agenda for approval and also consideration of the provision of grit bins.	Clerk	29/11/18 - grit bin requested from County Cllr. Richard Smith
10/01/18	5a	Install gate at Theberton play area.	Cllr. Stephen Brett and Cllr. Graham Bickers	29/11/18 - posts installed
15/08/18	5c	Apply to Outdoor Play Scheme Fund for a grant to replace slide and provide a climbing frame at Theberton play area.		
09/01/19	8c	Establish a sinking fund to cover the cost of repairs and replacement of play equipment.	Council	Waiting for information from Sovereign
13/02/19	8c	Register the Eel's Foot Inn as an Asset of Community Value.	Clerk	

Appendix II - Financial Position

Bank Balances as at 14th February 2019

Barclays Current Account	£5,067.20
Barclays Savings Account	£1,513.77
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	£6,580.97

General and Earmarked Reserves

EDF Energy Grant - Work Party Tools	£515.00
Earmarked - Eastbridge Common Legal Costs	£600.00
General Reserves	£2,495.00
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	£3,610.00

Bank Balance less Reserves

£2,970.97

Payments - March 2019

Sharon Smith - Clerk's Salary	£680.36
Sharon Smith - Clerk's Expenses	£7.20
Laura Bonnett - Newsletter Printing	£10.00
Leiston Press - Newsletter Printing	£20.00
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	£717.56

Net Balance

£2,253.41

Appendix III - Correspondence

Suffolk Association of Local Councils

- a) E-Bulletin – 08/02/19, 20/02/19, 01/03/19
- b) The Local Councillor Newsletter

District Council and County Council

- a) SCDC – Parish and Town Council Elections
- b) SCC – B1122 Road Repairs – March 2019
- c) SCDC – Notice of Transfer to East Suffolk Council on 1 April 2019
- d) SCDC – District Cllr. Tony Cooper's Monthly Report
- e) SCDC – 45 Years of Service Celebration Event

Suffolk Constabulary

- a) Safer Neighbourhood Team Newsletter - February 2019

Energy Companies

- a) TASC – EDF's Plans To Build Sizewell C
- b) EDF Energy – Sizewell B Community Newsletter – January 2019
- c) Planning Aid England – Consultation Response Checklist and Workshop Papers
- d) SPR – East Anglia One and Two Offshore Windfarm Phase 4 Consultation - Information Days

Other

- a) MHCLG Communities Framework
- b) SPLG – AGM Minutes
- c) Proposed Suffolk Coast and Heaths AONB Boundary Variation
- d) AONB Monthly Update – February 2019
- e) Community Action Suffolk – Membership Confirmation
- f) Connecting Communities – English National Concessionary Travel Scheme
- g) SPLG – General Meeting Agenda
- h) SPLG – Submission to Sizewell C Consultation