



MUTFORD PARISH COUNCIL

Minutes of the Ordinary Meeting of the Council

held at Mutford Village Hall
on Thursday 28th April 2022
Commencing at 7.00pm

160/21 Present

Cllrs Neil Glendinning (Chair), and Herbert Tonkin, Martin Warnes, David Greenacre and Richard Read.

In Attendance J. Sheahan (Acting Clerk), ESC Cllr Craig Rivett

161/21 Apologies for absence

SCC Cllr. Judy Cloke, ESC Cllr Jenny Ceresa, Cllr Theresa Robinson

162/21 Declarations of Interest

None

163/21 Minutes of the meeting of 24th March 2022

It was proposed by Cllr Warnes, seconded Cllr Tonkin that the minutes of the meeting of 24th March 2022 be accepted as a true record. This was agreed. The minutes were signed by the Chairman.

164/21 Matters arising not otherwise on the agenda

Change of meeting dates The clerk reported that meeting dates for Ordinary Meetings of the Parish Council had been changed, for June 2022 through to September 2022, in order to better suit the majority of Councillors. Hall bookings had also been made for meetings from October 2022 through to January 2023, but were subject to change due to possible clashes with other hall activities.

Festival of Suffolk Torch Relay The Clerk reported that Roy Hurrell, Chair Mutford Village Hall Committee, had been contacted regarding his nomination as a Torch Bearer for the Festival of Suffolk Torch Relay. Mr Hurrell recommended that an alternative nominee be sought; members of the Village Hall Committee were unable to identify and confirm a suitable substitute in the short time available before the closing date.

165/21 Chairman's Item

165/21/1 Clerk update Cllr Glendinning reported that further clarification had been obtained regarding legislation on the appointment of Parish Clerks. Jenny Sheahan, having been interviewed for and offered the role of Clerk, had duly resigned as Councillor in order to undertake the role. It had originally been understood that she would have to undertake the role in an unpaid capacity for the first 12 months. It was subsequently established, however, that a Councillor cannot do the role in a paid or unpaid capacity for 12 months after resigning. As such, she would now have to stand down and a replacement Clerk be found. The Council agreed that a candidate for a Clerk vacancy at a neighbouring Parish Council would be approached for interview.

Signed Chairman _____ Clerk _____ Date _____

The new Clerk would be required to serve a minimum three-month probationary period. **Proposed by Cllr Read, seconded by Cllr Warnes.**

165/21/2 Councillor vacancy The Clerk noted that the period for residents to request an election for the current Councillor vacancy would end on 3rd May. If ESC subsequently notified the Council that there had not been sufficient requests for an election, the Council agreed that they would co-opt the position. **Proposed by Cllr Warnes, seconded by Cllr Tonkin.**

166/21 Correspondence

None

167/21 Finance

167/21/1 Outstanding invoices.

Newsletter printing £30

Newsletter expenses £9

Website hosting fee £110

SALC membership £265.14

Playground maintenance and emptying dog bins £50

167/21/2 Account Balance

The current account stands at £10,746.

167/21/3 Banking mandates The Clerk recommended that online access be set up, with restricted access, and cheque signatories be updated to include three Councillors **Proposed by Cllr Glendinning, seconded by Cllr Tonkin.**

168/21 Planning

168/21/1 Planning Applications

None

168/21/2 Outcome of planning applications

There were no outcomes

168/21/3 Update on change of use

The Clerk reported that a change of use, from business to residential, had been reported to the ESC Enforcement Officer.

168/21/4 Proposed new Anaerobic Digester Plant, Copland Way, Ellough.

The Clerk reported on an informal discussion amongst representatives of six neighbouring Parish Councils, on a proposed new AD Plant on Copland Way, Ellough, as outlined in a letter from Parker Planning Services. The Clerk agreed to send a short response to the planning consultants, with wording agreed by the Council. **Proposed by Cllr Tonkin, seconded Cllr Warnes.**

169/21 Play-area

169/21/1 Rota-bounce

The Clerk reported that they were still waiting to receive a quote for spare parts for the rota-bounce play equipment from the supplier.

169/21/2 Swing

The Clerk reported a replacement seat for the swing had been sourced, at a cost of £98.52. Council agreed to purchase the seat. **Proposed by Cllr Read, seconded by Cllr Warnes.**

169/21/3 Safety bark

Robin Mills reported that additional bark was required to top up the play area. Council agreed to pay for three bags of bark. **Proposed by Cllr Glendinning, seconded by Cllr Warnes.**

169/21/4 Safety matting

Robin Mills reported that grass was growing through the new safety matting. The Clerk agreed to contact the manufacturer to check the suitability of using a glyphosate weed killer on the mats.

Signed Chairman _____ Clerk _____ Date _____

169/21/5 Community fund

ESC Cllr Rivett offered to pay for the bark and replacement seat for the swing from Community funds.

170/21 Reports

East Suffolk Council – ESC Cllr Rivett reported that £150 Council Tax rebate was to go to homeowners in Council Tax Band A-D homes by early May; robotic pets were being trialled among dementia patients in selected care homes; there was currently a public consultation on firework displays on ESC-owned land; ESC had referred themselves to the Housing regulator due to issues with rental charges going back some ten years; and the construction of the Gull-wing bridge was progressing well.

Suffolk County Council – SCC Cllr Judy Cloke had been appointed Assistant Cabinet Member with responsibility for Refugee Support; and she had been on a site visit to the Suffolk Waste Management site at Great Blakenham.

Police No report

171/21 Annual Parish Meeting 2022

The Clerk reported that invites had been sent to representatives of Mutford Village Hall Committee and Mutford Welfare Trust to present reports at the Annual Parish Meeting to be held at Mutford Village Hall on Monday 23rd May 2022. John Armstrong had agreed, as outgoing Clerk, to present a summary of the Council's year-end accounts for 2021/22.

172/21 Platinum Jubilee Tree

The Clerk reported that the Jubilee oak tree had been planted on the mound outside the churchyard at St Andrews, Church Road. It was agreed to purchase a small plaque for the tree. **Proposed Cllr Glendinning, seconded by Cllr Tonkin**

173/21 Jubilee activities

The Clerk reported that the Village Hall Committee had asked for information on ESC funding for Jubilee activities. ESC Cllr Rivett suggested that the Village Hall Committee contact him regarding community funding. It was also noted that the Village Hall Committee planned to light a Jubilee beacon on Thursday 2nd June 2022, as part of the national festival.

174/21 Questions from members of the public

Robin Mills asked about mud which had built up alongside Mill Road near the entrance to Lawn Farm, reducing the width of the lane; he was advised to notify Suffolk Highways via their interactive website.

175/21 Any other business

Cllr Tonkin asked about SCC Locality funding for new 'Welcome to Mutford' signs in the village; he agreed to provide costings.

176/21 Requests for items for the agenda of the next meeting

None

177/21 Date and time of next meeting.

The next meeting of the Council will be the Annual Meeting of the Parish Council on Monday 23rd May 2022, immediately following the Annual Parish Meeting.

The meeting closed at 8.27pm.

Signed Chairman _____ Clerk _____ Date _____