



Mutford PARISH COUNCIL

Minutes of the Ordinary Meeting of the Parish Council

held at Mutford & Rushmere Village Hall

on Monday 5th June 2023

Commencing after the Annual Parish Meeting at 7.00pm

21/23 Present

MPC Cllr Warnes (Chair), Cllr Greenacre, Cllr Sheahan, Cllr Read

In attendance Angela Colbridge (Clerk), SCC Cllr Cloke, ESC Cllr Rivett, Members of the public x 5

22/23 Apologies for absence

MPC Cllr Glendinning,

23/23 Declaration of Acceptance of Office

Remaining Member completed and signed the Declaration of Acceptance of Office in the presence of the Proper Council Officer.

24/23 Declaration of interest personal or prejudicial to this agent

There were no declarations of interest

25/23 Minutes of the Annual meeting of the Parish Council of Monday 15th May 2023

It was proposed by Cllr Warnes, seconded by Cllr Greenacre that the minutes of the meeting of 15th May 2023 be accepted as a true record. This was agreed. The minutes were signed by the Chair.

26/23 Matters arising not otherwise on the agenda

None

27/23 Chairs Item

None

28/23 Correspondence

28/23/1 Email from East Suffolk Council - Operational Contract

ESC will be ceasing its operations contract with Norse on the 30th June. To deliver its waste management and street scene services in the future the Council has set up an arms-length Local Authority Trading Company (LATco) called East Suffolk Services Limited (ESSL). The company will be wholly owned by the Council and will begin operations on 1st July 2023. There are several useful links available which will be included in a future edition of the Mutford News.

28/23/2 Email from Transport East

Transport East thanked MPC for responding to their survey which aimed to help understand the unique challenges and opportunities facing rural communities across the Transport East region. Results can be viewed on the interactive dashboard which is now available at Rural Mobility Survey Dashboard - Transport East.

28/23/3 Carlton Colville Neighbourhood Plan

A copy of the Carlton Colville Neighbourhood Plan has already been circulated to Mutford Parish Councillors. Any comments or representations will be decided online and submitted before the consultation end date of 5pm 21st June 2023.

Signed Chair _____ Clerk _____ Date _____

29/23 Finance

29/23/1 Approval of Outstanding invoices

R Mills Playground Maintenance May 2023 £40

Clerk Expenses Stationary £22.00

CAD.T Carpentry & Joinery Refurbishment of Parish Council Noticeboard £375.00

Proposed by Cllr Sheahan, Seconded by Cllr Read

29/23/2 Account balance

The Clerk noted a rolling estimate of £13,719.99

29/23/3 To approve the annual CIL Report for 2022/2023

The Clerk explained the CIL Report for the period 1st April 2022 to 31st March 2023.

It was agreed to accept the report. Proposed by Cllr Warnes, seconded by Cllr Sheahan

29/23/4 Bank Resolution Form

The Clerk explained the Bank Resolution Form. It was agreed that the form should be completed and signed. **Proposed by Cllr Sheahan, seconded by Cllr Read**

30/23 Planning

30/23/1 To consider any planning applications

None

30/23/2 To receive outcomes of planning applications from ESC

None

30/23/3 Other Planning Matters

i) SCC/0124/22W - Construction and operation of anaerobic digestion plant and associated infrastructure, Land at Copland Way, Ellough, Beccles, NR34 7TL -

The Clerk updated councillors that this application is still pending a decision.

ii) SCC/0063/22W - Proposed Energy Recovery Facility, V.C.Cooke, Ellough Road, Beccles, NR34 7TQ -

The Clerk updated councillors that this application was considered by the development and Regulations Committee on 27th April 2023. The committee resolved to grant consent.

Application approved.

31/23 Reports

31/23/1 East Suffolk Council

ESC Cllr Rivett informed MPC that the first full council has now met. An administration has been formed of Green, Liberal Democrat and Independent members of the authority. The Rural Business Investment Fund is live now and open to businesses. The Rural Business and Community Hub Fund will go live soon and will be open to community groups when it is open.

31/23/2 Suffolk County Council

SCC Cllr Cloke - No report but to please be in contact with anything we think she may be able to assist with.

31/23/3 Police – no report. The Clerk informed Council that there were no reported crimes on the Police.UK website for Mutford for the month of April 2023.

32/23 Highways - Crossroads

Following a meeting with Suffolk Highways in January 2023, the Community Liaison Engineer has proposed the installation of SLOW markings at all junctions approaching the crossroads, along with crossroad signs at the approaches on Hulver Road and Church Road. The total cost would be approximately £3,000. SCC Cllr Cloke has kindly agreed to pay 50% if the Parish Council could pay the other 50%. It was agreed that the Parish Council would pay 50% of the cost. **This was proposed by Cllr Sheahan, seconded by Cllr Greenacre.**

33/23 Playground Report

The Clerk gave an overview of the report. All items on the report were of Low Risk or Very Low Risk and items of Low Risk will be checked as part of the ongoing monthly maintenance of the play area. It was agreed that the Clerk will contact Matta Products to

Signed Chair _____ Clerk _____ Date _____

check the details of the works they carried out last year with regards to the air gap on the FreeRide.

34/23 Review of Policies

It was agreed that the proposed Publication Scheme, Equal Opportunities Policy, Health and Safety Policy, Complaints Procedure and Local Government Association Model Councillor Code of Conduct 2020 would all be adopted by the Council. **This was proposed by Cllr Read, seconded by Cllr Sheahan.** It was agreed that the Safeguarding Policy and the Recording of Meetings Policy would be circulated to councillors before the next meeting with a view to agreeing them at the next meeting.

35/23 Councillor Vacancies - Update

The Clerk reported that, as yet, there have been no expressions of interest in the 2 current Councillor vacancies. Details will be posted in the noticeboard.

36/23 Update on newsletter - New editor and distribution

Cllr Sheahan reported that David Benham has very kindly volunteered to take up the Newsletter and has now taken over the Mutford News Email address. A resident has volunteered to help with the distribution of the newsletter but further volunteers are needed. David Benham introduced himself and referred to the importance of communication on paper. The Chair thanked Cllr Sheahan for her huge efforts with the newsletter since beginning it several years ago.

37/23 Speed Sign - Handover

Cllr Sheahan stressed the need for someone new to take over the re-charging of the battery for the speed sign and the general oversight of the speed sign. Council will seek possible options.

Adjournment for questions from members of the public

The issue of litter being a general problem in the village was raised. It was suggested that a litter pick could be organised for late October/early November. The Clerk will contact ESSL when they take over from Norse to ask if they can assist in anyway.

The deterioration of the wooden footbridge over tributary of the Hundred River, on footpath between Kiers Cottage and Mill Road, was reported. Council suggested that the resident reports the issue online using the Highways Reporting Tool. The Clerk will also report the issue via the online reporting tool.

38/23 Any other business of which due notice has been given

None

39/23 Requests for items to be placed on the agenda for the next meeting

None

40/23 Date and time of next meeting. The next meeting of the Parish Council will be held on Monday 3rd July 2023 at 7pm

The meeting closed at 8:39 pm.

Signed Chair _____ Clerk _____ Date _____