



# Mutford PARISH COUNCIL

## Minutes of the Ordinary Meeting of the Parish Council

held at Mutford & Rushmere Village Hall on Monday 7th October 2024 at 7pm

**Councillors Attending:** Cllr Warnes (Chair), Cllr Glendinning, Cllr Simpson, Cllr Read, Cllr Wilby, Cllr Armstrong, Cllr Greenacre

**Also Attending:** Angela Colbridge (Clerk), ESC Cllr Smith, Members of the public x 1

- 52/24 Apologies for absence.** SCC Cllr Cloke, ESC Cllr Scrancher
- 53/24 Declaration of interest personal or prejudicial to this agenda.** Cllr Armstrong declared a non-pecuniary interest in item 10a on the agenda.
- 54/24 To consider requests for dispensation.** None
- 55/24 Minutes of the Ordinary meeting of the Parish Council on Monday 2nd September 2024.**  
It was proposed by Cllr Glendinning, seconded by Cllr Warnes, that the minutes of the meeting of 2nd September 2024 be accepted as a true record. This was agreed. The minutes were signed by the Chair.
- 56/24 Matters arising not otherwise on the agenda**  
i) Following the Tour of Britain event, which went through Mutford on 8th September, the Parish Council noted their thanks to East Suffolk Council for the funding grant which was used to purchase bunting to display for the event. Thanks were also offered to all the residents who displayed the bunting to provide a warm welcome to those taking part in the event and those visiting the village to watch the event.  
ii) The Clerk noted that information has been received from a resident suggesting that Open Reach engineers have been in the village putting cables in to provide Fibre Broadband to Welch Close.
- 57/24 Chairs Item.** None
- 58/24 Reports**  
**58/24/1 East Suffolk Council** - Cllr Smith noted that, following the loss of the Winter Fuel Payments, there is a Winter Fuel Allowance available through pension credit and encouraged people to check whether they are eligible for this. There are various avenues through which you can gain advice on this, including Age UK, Citizen's Advice and Money Helper. Cllr Smith gave the following information on behalf of Cllr Scrancher: The next phase of construction work of the Lowestoft Seafront development is due to commence this month with local construction company, PJ Spillings, being awarded the contract; Recycling will be changing over the next 18 months as by March 2026 a new system is set to be in place. There will be a 3 weekly collection of the current general waste with additional recycling bins for food waste and glass. This is to increase current recycling figures to 65%.  
**58/24/2 Suffolk County Council** - No report.  
**58/24/3 Police** – From the Police.Uk website for the month of July there was 1 x reported crime on or near Holly Lane under the criminal damage and arson, 1 x reported crime on or near Chapel Road under the category of violence and sexual offences, 1 x reported crime on or near Beccles Road under the category of Other Theft. For the month of August there was 1 x reported crime on or near Newson Avenue under the category of vehicle crime.
- 59/24 Correspondence.**  
**a) AEPA - Request to consider Council support of a proposed letter to the Secretary of State for Energy Security and Net Zero and endorsement of draft constitution.** After a discussion, councillors decided not to agree to the requests at this time. ESC Cllr Smith suggested contacting the East Suffolk Council Cabinet Member for energy projects to keep the Parish Council and the residents of Mutford updated with current and possible future energy projects in the area.  
**b) Residents - Reports of possible anti-social behaviour.** Discussions were held on reported incidents of anti-social behaviour in the village. The Clerk will forward information received to Suffolk Police and also to the Community Partnership Group.

Signed Chair \_\_\_\_\_ Clerk \_\_\_\_\_ Date \_\_\_\_\_

**c) Suffolk Highways - Missing road sign on Chapel Road.** Following the report of a missing 'Oncoming Traffic in Middle of Road' sign on Chapel Road, Suffolk Highways have replied to suggest that Google street view, which has records dating back to 2009, shows no sign at this location. The Clerk has been provided with images of the sign with a July 2022 capture date and will forward this to Suffolk Highways to follow up this query.

**60/24 Finance**

**60/24/1 Approval of Outstanding invoices**

R Sawyer Playground Maintenance September 2024 £55.20

Roberts & Son newsletter printing September 2024 £40, October 2024 £40

A Colbridge Clerks Expenses Stamps £6.80

J. Warnes Book Swap Box maintenance September £20

SALC provision of 6 months payroll service to 30/09/2024 £27

**Proposed by Cllr Glendinning, Seconded by Cllr Simpson**

**60/24/2 Account balance** The Clerk noted a rolling balance of £11,983.40

**60/24/3 To review and approve the bank reconciliation for 7th October 2024.** Approved.

**60/24/4 Budget to Actual.** Within budget

The Clerk noted that a payment receipt notification has been received from Zurich Insurance for the annual premium for the policy commencing 1st October 2024.

**61/24 Planning**

**61/24/1 To consider any planning applications.**

**DC/24/3172/FUL** Change of use of section of land from agricultural to garden. 1 Oceans Gift, Hulver Road, Mutford, Beccles, Suffolk, NR34 7UL. After a short discussion it was agreed that the council had no objections to this planning application.

**61/24/2 To receive outcomes of planning applications from ESC.** None

**62/24 Safeguarding Policy.** The proposed draft was discussed and, after a discussion, it was agreed that this would be revised to be more suitable for the needs of Mutford Parish Council. An amended draft will be circulated to councillors for consideration at the next meeting of the Parish Council.

**63/24 Outdoor Exercise Equipment.** The Clerk attended the most recent meeting of the Village Hall Committee to explain this possible project idea. The VHC were encouraging of the project idea and agreed that gaging public interest through an item in the next edition of the Mutford News would be a good first step. The Clerk will action this.

**64/24 Neighbourhood Watch.** It has been raised with the Clerk that the current, temporary caretaker of the Mutford Neighbourhood Watch, is looking to step down and for a permanent coordinator to be put in place. A discussion was held on what involvement the Parish Council should have with the Neighbourhood Watch. The Clerk will look into this. The Clerk will invite the local Community Police Officer to the next meeting of the Parish Council to provide any information they have on the scheme.

**Adjournment for questions from members of the public**

No questions

**65/24 Any other business of which due notice has been given**

The Clerk noted that the most recent Play Area Monthly Check List had two items which needed actioning. A gate closer needs replacing and the bark pits need topping up. The work to replace the gate closer was agreed. The purchase of replacement bark was agreed and the Clerk will raise a cheque for this. **Proposed by Cllr Warnes, seconded by Cllr Glendinning.** The Clerk noted that funding has been granted by East Suffolk Council Cllr Letitia Smith for the replacement bark. Thanks were offered to ESC and Cllr Smith for this generous contribution to the ongoing maintenance of the children's play area.

**66/24 Requests for items to be placed on the agenda for the next meeting**

Safeguarding

**67/24 Date and time of next meeting.** The next meeting of the Parish Council will take place on Monday 4th November 2024 at 7pm

**The meeting closed at 8:27pm**

Signed Chair \_\_\_\_\_ Clerk \_\_\_\_\_ Date \_\_\_\_\_

Signed Chair \_\_\_\_\_ Clerk \_\_\_\_\_ Date \_\_\_\_\_