120

**DARSHAM PARISH COUNCIL**

MEETING – 8TH SEPTEMBER 2015

*There was no request for a Public Forum.*

09-1 – The chair, Robin Leggate, welcomed councillors Sue Bloomfield, Chris Poupard, John Butler, Ernie Hare, Jasmine Backhouse and Jean Loveridge. Also attending was Raymond Catchpole, SCD councillor. Apologies were received from Keith Rolfe and Simon Manning, and also SC councillor Michael Gower. The clerk, Caroline Cardwell, was in attendance.

09-2 – **Declarations of interest** – Robin Leggate declared an interest in item 6.

09-3 – **Minutes** of the previous meeting [07-07-15] were approved and signed as a true record.

09-4 – **Matters arising** – traffic connected with Priory Lane and The Street building projects is being monitored. Railings at Fairfields – Cllr. Raymond Catchpole confirmed that he should be able to make a grant towards the cost and the PC now has to obtain quotes for the work.

09-5 - **Finances –**

* Balances were as follows:c/acct - £3,674.23**;** sav/acct - £4,598.75**;** total - £8,272.98**.**
* Cheques were approved as follows:682 to C. Cardwell - £ 432.00 [sal. Jul/Aug/Sept];683 to HMRC – £108.00 [tax to Oct 5];684 to SCDC – £100.00 [election costs]; 685 to Came & Co for £265.00 [insurance].
* The council’s insurance policy was agreed and the cheque approved.
* The External Auditor’s report [BDO] was received and their recommendations noted for action.

09-6 – **Planning** –

* DC/125/3229 – Lawn Cottage, Low Rd [*Cllr. Leggate, having declared an interest, withdrew from the meeting* *at this point*] – the application for a new pitched roof was discussed and approved. [*Cllr. Leggate returned to the* *meeting*].
* Land to rear of Chapel Cottages – Cllr. Leggate gave a report on the planning meeting which he attended and the requirement for affordable housing as a condition of development, was lowered from 6 to 3 – it is hoped this will appeal to the developer.
* TPO the council received notification that SCDC had put a TPO in place on the oak tree in the back garden of No. 1, Chapel Cottages

09-7 – **Allotments** – Cllr. Poupard reported that the pump is working well; he will remove the battery and store over winter. He had prepared renewal letters for the clerk to send to plot holders; they will be notified that all future payments must be made by cheque, as the council has a “no cash” policy; councillors agreed to include a SAE, 2nd class. The risk of the allotment field being used illegally by travellers was felt to be low.

09-8 – **Clerk’s training** - councillors agreed to the clerk attending a finance course and hoped the cost could be split between the four councils she works for.

09-9 – **Website**, future plans – *the meeting was closed* for Derek Reeve to outline his plans for the village website and to encourage villagers to use it. The chair thanked him for taking it on. *The* *meeting opened to resume the council discussions.*

09-10 – **Village Plan** update – this was deferred to a later meeting.

09-11 – **The Wash [C225]** – clearance of the stream was discussed and the level of flood risk was considered to be slight.

121

09-12 – **Welcome letter** - the chair reported that the PCC produces a welcome letter so councillors felt that we should support that with any useful information.

09-13 – **Correspondence** – received and discussed.

09-14 – **Reports from councillors** –

* SCD councillor Raymond Catchpole gave a detailed account of the new planning processes to be put in operation; it is hoped that these changes will make the planning process more accessible to parishes. He also made comments on the traffic problems on the A12 as a result of the Latitude Festival at Henham and is contacting Suffolk Police with concerns.
* Cllr. Loveridge reported that A12 footpath needs clearing – clerk to contact Suffolk Highways.
* Cllr. Hare had nothing to report except an SPLG meeting on 23rd Sept.
* Cllr. Backhouse has filled out the form for the Scattered Orchards project and has met with Nicholas Newton to discuss TPOs for the best trees in the parish; it was noted that hedges cannot be destroyed and the opening in The Street now has a SCDC re-instatement order made for it. There will be a forum for tree wardens on 26th Sept and a report will be given at the October meeting.

09-15 – **Any other business** – Coronation Square – the clerk suggested that a third key should be cut for the notice board – this was agreed. A resident has offered to paint the phone box. The Parish Council Action Plan to be considered in October.

09-16 – **Next meeting** - 13th October 2015

The meeting closed at 9.10pm