

**Minutes of Combs Parish Council Meeting
Monday 9 March 7.30pm, Battisford Community Centre**

Present: Cllr I Clark (Chair), Cllr D Eade (Vice Chair), Cllr J Henson, Cllr S Reynard, Cllr S Scarff; Cllr J Crooks, Cllr T Durrant

Also present: County Cllr Truelove, David Whybrow (observing)

1. **Apologies:** District Cllr P Godden, Mrs A New (Clerk)

2. **Declarations of Interest:** Cllr T Durrant. Pecuniary Interest. Item 12. Planning 0580/15. Cllr S Scarff. Item 13(e). Combs Fete insurance.

3. **Public Forum**
David Whybrow attended the meeting as an observer.

4. **Police SNT Report**
There was no report from the Police Safer Neighbourhood Team.

5. **County Councillor**
Cllr Truelove circulated her report and expanded on the items covered. Further to her report to the previous meeting, Cllr Truelove had more information about the scheme to provide defibrillators in rural locations. She also reported that in certain circumstances St Johns Ambulance were able to subsidise defibrillators. If the Parish Council wished to pursue this matter she could arrange for a speaker to come to a future meeting.

6. **District Councillor**
Cllr Godden was unable to attend the meeting but her report was circulated.

Cllr Clark addressed a concern to both Cllr Truelove and Cllr Godden in her absence. He had that day passed the new incinerator at Blakenham and seen dirty smoke coming out of the chimney stacks. It appeared that the chimneys were emitting some sort of pollution, contrary to all the assurances given. The pollutants would eventually settle somewhere, which could be in Combs on days when the village was downwind from the incinerator. Cllr Truelove offered to take up the issue with the people responsible at SCC.

Cllr Henson asked if there was any progress with the situation at Meadow View. The last response from MSDC was in November 2014. Cllr Clark confirmed that he had received nothing further from MSDC. This item was referred to Cllr Godden in her absence, requesting an update.

18. **Item brought forward. Parish Clerk.**
Cllr Clark reported that the Parish Clerk had resigned. Having attended the recent course regarding the upcoming elections, she would stay on until May but would step down as soon as the new Council was formed. There then followed a discussion about the job of the Clerk. It had become clear that this was a bigger job than maybe Councillors realised, in terms of scope and the time involved. Although the Clerk had been encouraged to record all hours spent on the job with a view to reviewing the contractual hours, it was as much about the disruption from random and irregular calls and contacts. This was not a job where the contracted hours could be done on, say, a Monday afternoon. It was agreed that before advertising the post the Council would review the job specification and the hours involved. There was a limit to how much the Clerk could be paid (hourly rate) as this was largely determined by national pay scales and by the size of the Council.

14. **Item brought forward. Elections.**
Cllr Clark handed out Nomination Papers for the Parish Council Elections on May 7th. He confirmed that he would not be seeking re-election. Notices would be put up on the Parish Council notice boards and on the Combs website to alert people to the forthcoming election and to the need for at least one new councillor. Cllr Clark had previously suggested publishing and distributing an end of term report. As this was not a statutory requirement, the idea would not be pursued.

7. **Approve the Minutes of the Parish Council meeting held on 9 February 2015**
The Minutes were approved and signed.
8. **Matters arising from the previous minutes**
9. The pothole in Little London had been repaired
15. Cllr Crooks had approached the company that provides the skip in the churchyard. They do not supply enclosed skips with doors. It was agreed to continue with the present arrangements and to continue to monitor the skip for evidence of domestic waste being dumped.
9. **Reports from Councillors**
(a) Visits and meetings: None reported.
(b) Matters raised for information and attention:
Cllr Scarff reported that the recent road closure in Battsiford had increased traffic flow in Mill Lane, which had caused further damage to the road surface. Cllr Clark said he would work with the Clerk to get the latest damage reported on the SCC Highways database.
10. **Report from the Parish Clerk.**
Photographs had been taken with a view to registering current problems on the new Highways database. Subsequently, work has been carried out in Jacks Lane to resolve at least some of the issues. Cllr Clark confirmed with Councillors those items that were still outstanding. He would work with the Clerk to get these loaded onto the Highways database.
11. **Correspondence received: (a) Post; (b) e-mails**
All correspondence received had been circulated. Except where covered elsewhere in the Agenda, there were no actions arising.

Cllr Eade and Cllr Henson left the Meeting at this point.
12. **Planning**
(a) Consider applications received:
0420/15 – Halfpenny Cottage, Little London. Paint all external windows and doors. **Decision : No Comment.**
0425/15 – Halfpenny Cottage, Little London. Replace front door. **Decision : No Comment.**
0460/15 – Little Finborough Hall, Bildeston Road. Demolition of existing outbuilding and replacement with green oak timber framed open cart port/timber store. **Decision : No Comment.**
0580/15 – Model Farm, Poplar Hill. Increase width dropped kerb and construction of new concrete building. Cllr Durrant had declared a Pecuniary Interest in this item. He was invited to address the meeting to clarify the application. He then left the meeting, as required, while the remaining Councillors considered the application. The application was considered to have benefits for the community. **Decision : Support**
(b) Decisions made by MSDC – None received
(c) MSDC Call for Sites. Cllr Clark had confirmed with MSDC that there were no sites within or adjacent to Combs village. He had also clarified with MSDC that the site close to Combs Church, although adjacent to Stowmarket, was currently within the Combs Parish boundary.
13. **Finance**
(a) Current balance. The latest summary of Payments and Receipts for 2014-15 was circulated. There were no comments.
(b) Payments received. £60.00 memorial fee
(c) Approve payments:
(i) Clerk's Salary & Expenses. £147.71. Payment proposed Cllr Clark. Seconded Cllr Crooks. All agreed. Cheque no. 022026 written and signed.
(ii) Tax due to HMRC. £33.00. Proposed Cllr Clark. Seconded Cllr Durrant. All agreed. Cheque no. 022027 written and signed.
(iii) Stowmarket Town Council. Grass cutting. £360.00. Proposed Cllr Clark. Seconded Cllr Durrant. All agreed. Cheque no. 022028 written and signed.
(iv) Election Course Fee (LCPAS). £10.00. Proposed Cllr Clark. Seconded Cllr Crooks. All agreed. Cheque no. 022029 written and signed.
(iv) Stowmarket Skip Hire. £130.00. Proposed Cllr Crooks. Seconded Cllr Durrant. All agreed. Cheque no. 022030 written and signed.

(d) Charity requests. None received

(e) Combs Fete insurance. Details of the sums involved were not available. This item was carried forward.

(f) Trees for the Cemetery. Cllr Clark reminded Councillors that there had been an earlier agreement to set aside an area in the Cemetery for the scattering of ashes, He suggested that the area should be marked by a line of three trees, and asked for a sum of (up to) £200 to cover the purchase. Cllr Scarff indicated that he had recently made a bulk purchase of bare root trees and could provide the trees required at minimal cost.

15. Electronic Summons.

Councillors had been circulated with the correspondence regarding Electronic Summons for Parish Council Meetings. All present confirmed that they were willing to receive the summons by e-mail subject to the terms and conditions outlined in the correspondence (SALC February 2015 LAIS1375).

16. Education and Learning Infrastructure Plan

Correspondence received from Suffolk County Council dated 11 February 2015. The contents were noted.

17. Burial Grounds:

(a) Combs Cemetery

(i) Area for scattering of ashes. Covered under Finance.

(ii) Cemetery Regulations

Further correspondence had been received in response to the Council's letter of November 2014. This had been circulated to all Councillors, together with copies of previous correspondence.

(b) St Mary's Churchyard. Nothing to report

18. Any other items [for inclusion on the next Agenda]

No matters were raised.

19. Date of next meeting: Monday 13th April 2015. 7.30pm.

The meeting closed at 8.55pm