

Draft until signed

**Minutes of Combs Parish Council Meeting
Monday 10 February 2014 at 7.30pm, Battisford Community Centre**

Present: Cllr I. Clark, Cllr J. Crooks; Cllr D. Eade; Cllr J. Henson; Cllr T. Durrant.

Also present: County Cllr Truelove; District Cllr Godden; Mrs H. Andrade, Clerk; PCSO Brill.

1. **Apologies** – Councillors Scarff and Reynard had sent their apologies.
2. **Declarations of Interest** – There were no declarations of interest.
3. **Public Forum** – There were no members of the public attending.
4. **Community Police Team, County Councillor and District Councillor Reports**
Reports were received from the Community Police Team, County Councillor Truelove and District Councillor Godden.
5. **Approve Minutes of Parish Council meeting held on 13 January 2014**
The minutes were agreed and signed as a true and accurate record.
6. **Matters arising from previous minutes**
There were no matters arising.
7. **Reports from Councillors**
 - a. **Visits** – Cllrs Eade and Reynard had attended the meeting about the proposed development at Farriers Road. The meeting was informative, but little was said about the boundary changes.

Cllrs Henson and Eade had attended the Neighbourhood Planning meeting at Lavenham Village Hall. Paperwork from the meeting had been given to Cllr Clark and would then be circulated to the other parish councillors.
 - b. **Matters raised for information and attention**
Cllr Durrant reported that he had signed up to Buxnet, a Wi-Fi provider and it was working well. He requested that details be put on the village website saying that the service was now available in Combs.
8. **Report from Parish Clerk** – There was nothing to report.
9. **Correspondence Received**
 - a. **Post** b. **Emails** Correspondence was noted and discussed. Cllr Clark took the questionnaire to read through. The clerk was asked to respond to E-on saying yes Combs Parish Council was a micro-business. Cllr Clark said he would try to attend the Community Planning Workshop. Cllr Reynard had said that she would be attending the Public Transport Seminar. Cllr Scarff had shown interest previously in having a village litter pick, so this would be referred to him when he was back from holiday.
10. **Planning**
 - a. **Consider applications received** - No applications had been received.
 - b. **Decisions made by MSDC** - No decisions had been received.
It was noted that work had started at Prospect Place. There were concerns that large vehicles were having to park in the road, while construction was taking place. Better signing was needed to warn motorists to slow down. Cllr Clark and County Cllr Truelove said that they would find out who was responsible for putting up the road signs, and if they could be improved.
11. **Finance**
 - a. **Current balance**
Reports were circulated; and discussed. It was agreed that the current balance was as expected.
 - b. **Payments received** – £363.00 Cemetery Fees, £440.94 VAT refund and 13p interest.

c. Approve payment of invoices received

- i. Stowmarket Town Council – grass cutting - £360.00. Cllr Clark proposed this be paid, this was seconded by Cllr Crooks all councillors were in favour, chq 230 was written and signed.
- ii. Information Commissioner – Data Protection Renewal - £35.00. Cllr Clark proposed this be paid, this was seconded by Cllr Henson, all councillors were in favour, chq 231 was written and signed.

d. Clerk's Salary and Expenses November 2013 – January 2014

The Clerk's salary of £632.52 and expenses of £25.97 were due. Cllr Clark proposed this be paid, this was seconded by Cllr Durrant, all councillors were in favour, chq 233 was written and signed.

e. Charitable Requests

It was agreed that the decision to not make charitable donations to organisations outside of the local area should continue. Cllr Clark proposed, seconded by Cllr Henson that the clerk write to all three charities explaining that funds were not available. This was agreed by all councillors.

f. Consider increase in Cemetery Fees

Cllr Clark explained that cemetery fees had remained the same since 2007 and should be reviewed. He had worked out some possible increases which were discussed by the Combs parish councillors. Following the discussion, Cllr Clark proposed that cemetery fees be increased by 20%, but this would be reviewed again over the next twelve months. A new list of fees would be drafted for agreement at the next meeting.

g. Agree and adopt budget for 2014

Cllr Clark said he would amend the budget, as the increase in cemetery fees would need to be added. The budget will be discussed and agreed at the next parish council meeting.

12. Community Governance Review

The parish council had been asked to respond to the consultation about the boundary review. Cllr Clark offered to redraft a response from a letter he had sent MSDC on behalf of Combs Parish Council when the boundary review first became known. He would then circulate this response to all parish councillors for comments before sending it to MSDC.

It was agreed that as many people in Combs as possible also needed to be aware of the Consultation in order that they have the opportunity to respond. This communication will be via the village website and possibly a circular.

13. Councillor Training

Information had been received from SALC about options for Councillor Training courses. It was agreed that a 1-day training course would be best with specific modules so that councillors could attend as many modules during the day as was possible for them. It would be quite expensive, but Cllr Clark would ask Battisford and Ringshall parishes if they would be interested in joining Combs and sharing the expense.

14. Vulnerable People in Combs

This would be carried over to the next meeting.

15. Burial Grounds**a. Combs Cemetery**

An application had been received for a Green Area Burial. The intentions for the green area had not been made clear. Cllr Clark and the clerk had attended a meeting with Andrew Bingham and Gary Smith the grave digger at the cemetery and after discussion it was thought it would be better to move the green area to the top end of the cemetery where some trees had already been planted and new trees could be planted in selected areas. This would enable the existing green area to become part of the main cemetery and would create more space for traditional burials. Cllr Clark asked the parish councillors for their views on the move and stated that he would inform Andrew Bingham the next day if there were any objections to the green area being moved. There were no objections. Cllr Clark asked for assistance in defining and surveying the green area.

It had also been noted that people were not keeping to the cemetery rules and regulations with regards to memorial sizes. It was agreed that rules could be relaxed, so Cllr Clark will review the rules and regulations for discussion at the next meeting.

b. **St Mary's Churchyard** –There was nothing to report.

16. Street Lights

Cllr Clark will find out from Pearce and Kemp about stress testing the columns. This will be discussed at the next meeting.

17. Meadow View – Cllr Eade enquired if the parish council should continue to monitor Meadow View, or if it should be taken off the agenda as no developments were happening. Cllr Clark replied that it was still important to people living nearby. It was agreed to review the strategy for Meadow View at the next meeting.

18. Road Safety Issues

Hedges should have been cut and paths cleared along Tannery Road and Poplar Hill in January, but this still hadn't been done. The clerk agreed to remind SCC Highways.

16. Date of next meeting

Monday 10 March 2014, at 7.30pm.

The meeting closed at 9.40pm.