Draft until signed

Minutes of Combs Parish Council Meeting

Monday 8th June at 7.30pm, Battisford Community Centre

Present: Cllr S. Scarff (Chairman), Cllr D. Eade (Vice Chair), Cllr J. Crooks, Cllr D. Stephens-Row, Cllr S. Reynard
Also present: County Cllr J. Truelove, Mrs S Meech (Clerk)

1. **Apologies**
   District Cllr D. Whybrow, Ryan Brunning [Community Police Team]

2. **Declarations of Interest**
   None received

3. **Public forum**
   No members of the public were present

14(B/F). Co-option of Councillors
Applications for Councillor Vacancies received from S. Reynard and V.J. Whitehead. S. Reynard present at meeting, all councillors agree to appoint S. Reynard. Declaration of Acceptance of Office signed by S. Reynard and Cllr Scarff (Chairman). All councillors agree to invite Mrs V.J. Whitehead to next parish meeting for co-option. ACTION – Clerk to send out invite to Mrs V.J. Whitehead for meeting Monday 22nd June 2015.

4. **a) Community Police Team Report**
   The report was circulated in PC Brunning's absence. Report shows 3 crimes reported since last meeting:
   - Burglary Dwelling – Moats Tye – Finalised as undetected
   - Wound with intent to GBH – Church Road – Investigation ongoing
   - Theft of motor vehicle – Bildeston Road – Finalised as undetected

   3 calls have been received during the same period. 2 calls were to report the above crimes and the other was to report a burnt out Land Rover in Jacks Lane.

   The current Safer Neighbourhood Team (SNT) priorities are:

   - Anti-social behaviour (ASB) by target patrols in areas of reported ASB**,** responding to reports of ASB as priority and long term problem solving with partners to address persistent issues
   - Vehicle Security by offering crime prevention advice/equipment where necessary or requested**,** offering property marking sessions including catalytic converters and target patrols in areas affected

   Matt Brown is no longer the Police Community Support Officer for Combs Parish, responsibility now to be taken up by PCSO Ryan Brunning.
   b) Matter raised by Parish Council for attention
   No matters were raised by the Parish Council

5. **a) County Councillor report**
   Cllr Truelove circulated her report highlighting areas of interest
   - S.C.C Full Council – May. New leader of Conservative led council – Colin Noble.
   - Ofsted Updates – School Improvement Arrangements. Ofsted reported positive progress in several areas, however, still requires more in certain areas

- Children's Centres under Ofsted scrutiny. Ofsted have raised the standards for assessing children's centres
- Better Broadband/Mobile phone signal 3 things agreed at recent cabinet meeting. S.C.C to reach 100% coverage superfast broadband no later than 2020, reaffirm Suffolk delivers 2 MBPS universal commitment by end of 2015 and S.C.C explore and progress improvements to mobile phone coverage in Suffolk
- Community Health Service Preferred Bidder. Preferred bidder named as West Suffolk Hospital commencing 1st October 2015

b) Matter raised by Parish Council for attention

Cllr Scarff enquired as to whether Cllr Truelove was aware of when the grass verges were to be cut down Jacks Lane as becoming dangerous. Cllr Truelove will report this raising the danger issue.

6. **a) District Councillor report**

Cllr Whybrow was unable to attend the meeting, report to follow.

b) Matters raised by Parish Council for attention

None raised as Cllr Whybrow absent and report to follow.

7. **Approval of minutes of Parish Council Meeting held on 18 May 2015**

The minutes were approved and signed

8. **Matters arising from previous minutes**

No matters arising

9. **Reports from Councillors –**
   - **a) Visits and Meetings –** None reported
   - **b) Matters raised for information and attention –** Cllr Scarff (Chairman) asked councillors to consider ideas for how they would like the Parish Council run, anything new the council might like to concentrate on and for street lighting and speed signs to be considered. Also Cllr Scarff (Chairman) suggests Combs Parish Council have a stand at the Combs Fete in July to raise awareness of parish council, all councillors agree.

10. **Report from Parish Clerk**

Handover of clerk role has been progressing since last meeting. Clerk to attend SALC training in July for 2 days.

11. **Correspondence received: (a) Post; (b) E-mails**

All correspondence received had been circulated. Cllr Stephens-Row had not received all correspondence. ACTION – Clerk to ensure Cllr Stephens-Row is forwarded all correspondence since last parish meeting.

12. **Planning**
   - **a) Consider applications received:** None received
   - **b) Decisions made by MSDC:** 1082/15 – Model Farm – Granted
     0884/15 – Holy Oak Farm – Refused

13. **Finance**
   - **a) Current balance -** The latest summary of Payments and Receipts for 2014-15 was circulated prior to meeting via e-mail. There were no comments.
   - **b) Payments received –** i) £477.26 MSDC (cemetery rates rebate), ii) £535.30 Cemetery fees
   - **c) Approve payments:**
     - i) Clerks Salary and Expenses (A.New) £199.70. Payment proposed Cllr Scarff. Seconded Cllr Eade. All agreed. Cheque number. 022041 written and signed.
     - ii) Clerks Salary and Expenses (S.Meech) £81.08. Payment proposed Cllr Scarff. Seconded Cllr Eade. All agreed. Cheque number. 022042 written and signed. Tax due to HMRC (S.Meech) £20.20. Payment proposed Cllr Scarff. Seconded Cllr Eade. All agreed. Cheque number. 022043 written and signed.
     - iii) Tax £55.20 (second signature required from last meeting). Cheque number. 022039

iv) Hudson Group Ltd (Signage for scaterring of ashes at Combs Cemetery) £70.80. Payment proposed Cllr Scarff. Seconded Cllr Eade. All agreed. Cheque number. 022040 written and signed

15. Burial Grounds

a) Combs Cemetery – Cllr Scarff and Cllr Crooks visited cemetery Friday 5th June 2015 and erected a new notice board. After inspection of the cemetery both agreed that it is looking untidy, therefore, Cllr Scarff has been in contact with David Windle. David Windle currently cuts the grass and trims the hedges 3 times a year, cutting the avenues of graves but not in-between them. Cllr Scarff has asked David Windle for a quote to provide the same service as provided to Battisford Parish Council, requesting price for hedges to be trimmed 3 times a year but grass to be cut every 3 weeks. Cllr Scarff proposes more money is needed for maintenance of the cemetery. Cllr Stephens-Row suggested a group of volunteers (maybe 4-5 people) tidying up soon and then David Windle could maintain the area. Cllr Stephens-Row will visit the cemetery to see if he could make time to help out. Cllr Scarff will also arrange for D. Thorpe to clear some areas.

Cllr Scarff also raised the issue of a certain area of the cemetery that has not been cut where ash saplings have seeded and if left will get out of control and that this area of the cemetery will be needed at a future date. Cllr Eade raised issue that some graves will have no one to maintain them. An e-mail was read out from M Sturgeon raising similar concerns with regards to the maintenance of the cemetery.

ACTION – All councillors to visit the cemetery in order for further discussions to take place.

i) **Cemetery Regulations** – All agreed will not change

ii) **Notice Board erected?** – Erected Friday 5th June 2015

b) St Mary's Churchyard – Stowmarket Town Council maintain this but it is looking untidy. ACTION – Clerk to find Stowmarket Town Council contract for maintenance of cemetery at St Mary's Churchyard for next parish meeting. Also enquire about cemetery rates for Stowmarket.

i) **Parking (email from Rev Childs – 11th May 2015) –** Rev. Childs was unable to meet with councillors for discussion on extra car parking before the parish council meeting. Cllr Scarff advises meeting will be to discuss what the church are proposing and what level of funding is to be expected. Cllr. Truelove was approached about funding for this project but currently has a block on money. This item will be discussed further once meeting with Rev. Childs has taken place

16. **Any other business (for inclusion on the next agenda) –** Meadow View ongoing planning. Neighbourhood Watch – ACTION Cllr Eade to provide more information on this.

17. **Date of Next Meeting –** Monday 13th July 2015, 7.30pm

The meeting closed at 9:36pm