

**Minutes of Combs Parish Council Meeting  
Monday 14 April 2014 at 7.30pm, Battisford Community Centre**

**Present:** Cllr I. Clark; Cllr D. Eade; Cllr S. Scarff; Cllr J. Henson; Cllr T. Durrant.

**Also present:** District Cllr Godden; Mrs H. Andrade, Clerk

1. **Apologies** – Councillors Crooks and Reynard had sent their apologies.
2. **Declarations of Interest** – Cllr Clark declared an interest in item 10c(vi).
3. **Public Forum** – There were no members of the public attending.
4. **Community Police Team, County Councillor and District Councillor Reports**  
No report had been received from the Community Police Team. Cllr Truelove had sent her report via Cllr Godden. Her report was read and discussed. Cllr Godden gave her report.
5. **Approve Minutes of Parish Council meeting held on 10 March 2014**  
The minutes were agreed and signed as a true and accurate record.
6. **Matters arising from previous minutes**  
MSDC had acknowledged the parish council request for road signs and had sent maps asking for the parish council to indicate the preferred location. Locations were agreed and marked on the maps for the Clerk to return to MSDC. Cllr Scarff asked the Clerk to request a new three directional sign for Tannery Corner. The request for maintenance of the 30mph signs throughout the village had been acknowledged. The request for footpath signs had also been acknowledged, but so far no action had been taken. The clerk was asked to remind highways of the request. In addition the footpath sign in Jacks Lane was broken, the clerk was also asked to report this. Cllr Scarff reminded the parish council that County Councillor Truelove was going to find out about getting Combs Village Signs. It was agreed that this would be an item for the next agenda. Cllr Henson reported that there had been a problem with funding of the Neighbourhood Watch signs and he had informed Cllr Truelove of the situation. It was hoped that the problem was now resolved.
7. **Reports from Councillors**
  - a. **Visits and meetings**  
There was nothing to report.
  - b. **Matters raised for information and attention**  
Cllr Clark asked about the public telephone boxes at Moats Tye and Queens Close. It was agreed that the parish council would find out from BT, if the boxes were still being used and BT's policy on phone boxes. Cllr Henson reminded the parish council that the footpaths still hadn't been cleared, this was an urgent matter as people pushing push chairs were unable to use the footpaths. The clerk was asked to chase this. Cllr Scarff asked the clerk to report that one of the boards was broken on the footbridge on footpath 59. Cllr Eade asked the clerk to remind highways about the pot holes at Combs Green. Cllr Clark asked the clerk to clarify with highways the status of the lane at the end of the metal surface on Jockeys Lane through to Bildeston Road. The clerk was asked to find out if anything could be done to improve the surface which had been badly damaged following the recent wet weather.  
  
Cllr Henson asked to record on behalf of the parishioners their thanks for the unpaid work done by the parish councillors, particularly Cllr Clark, Crooks and Scarff. Cllr Clark reported that the new noticeboards were up, but at some stage the backing would need to be replaced on the board at Queen's Close. He would look into this.
8. **Report from Parish Clerk**  
There was nothing to report.
9. **Correspondence received**  
Correspondence was noted.
10. **Planning**
  - a. **Consider applications received**
    - i **0990/14 – Kersey Hall, Tannery Road**

**Prior notification of a proposed change of use of a property from B1a (offices) to C3 (dwelling houses).**

This application was discussed, but not enough information was known in order to make a decision. It was therefore agreed that the parish council would reserve comment until more information was available.

**ii 0738/14 – Fen Stables, Combs Lane**

Erection of single storey side extension (following demolition of existing Nissen Buildings)

This application was discussed, the parish councillors agreed to support the application.

**b. Decisions made by MSDC**

**i 2706/13 – Variation of condition of planning permission 1068/12, 1 Prospect Place.**

Permission had been granted.

**c. Notice of appeal – The Pole Barn, Holy Oak Farm, Church Road**

This was noted.

**11.**

**Finance**

**a. Current balance**

Reports were circulated; and discussed. It was agreed that the accounts were at a satisfactory end of year/start of new year position.

**b. Payments received – £1087.50 Cemetery Fees.**

**c. Approve payment of invoices received**

- i. Shaw & Sons - £117.88 (book containing certificates of exclusive rights) – Cllr Clark proposed this be paid, seconded by Cllr Scarff, all Cllrs were in favour. Chq 234 was written and signed.
- ii. SALC Membership - £283.00 – Cllr Clark proposed this be paid, seconded by Cllr Henson, all Cllrs were in favour. Chq 235 was written and signed.
- iii. BVHMC - £140 – hall hire, Cllr Durrant proposed this be paid, seconded by Cllr Scarff, all Cllrs were in favour. Chq 236 was written and signed.
- iv. Community Action Membership - £30, Cllr Clark proposed this be paid, seconded by Cllr Henson, all Cllrs were in favour. Chq 237 was written and signed.
- v. Website Subscription Renewal - £185.72. Cllr Clark reminded the parish councillors that the funds (Cllr Truelove's Locality Budget and Website of the Year Prize Money) were now in the parish council bank. Cllr Durrant proposed this be paid, seconded by Cllr Henson, all Cllrs were in favour. Cllr Clark abstained as he had declared an interest.

**12.**

**Community Governance Review**

Cllr Clark had drafted an official response to the consultation, which had been circulated to the parish councillors for comment. The final draft had now been sent to MSDC. Cllr Clark had put notices on the noticeboards and the full document was on the website. It was now a matter of waiting for the next stage of the consultation. The East Anglian Daily Times had contacted Cllr Clark to ask if Combs Parish Council were going to respond to the consultation, he had referred them to the document on Combs website.

**13.**

**Vulnerable People in Combs**

This was discussed again and it was concluded that if an official scheme were to be run, it would have to be organised by someone who wasn't on the parish council. It was agreed that the parish council would do their best to be aware of vulnerable people in the village and to be alert to a potential need, but that was all that could be done at this stage.

**14.**

**Burial Grounds**

**a. Combs Cemetery**

Cllr Clark had produced an accurate plan of the new Green Area of the cemetery. The area is marked by stakes. He asked parish councillors for their thoughts on allowing families to plant trees on graves in the Green Area. In producing his plan of the area, he had come to the conclusion that it would not be practical to allow trees on graves. This was discussed and agreed by the parish councillors.

Cllr Clark had also redrafted the regulations for the Cemetery to allow for larger memorials, the regulations were not yet complete, but it was agreed that he would email a draft to the parish councillors as soon as possible, and if there were accepted by all, the new regulations would be sent out to the Funeral Directors as soon as possible.

**b. St Mary's Churchyard**

Cllr Clark reported that Stowmarket Town Council had been toppling testing the grave stones in the Churchyard, as requested. When the testing was complete, the parish council would receive a report and there may be a need to get some of the stones fixed. This would be a matter for discussion when the report had been received.

**15. Street Lights**

There was nothing further to report at this stage, the parish council would start to look at replacing the lights over the next few years.

**16. Meadow View**

Cllr Clark had prompted MSDC again, he had been referred to the Head of Enforcement, James Buckingham. He was also given a reference number, so he could monitor the situation.

**17. Any other items for inclusion on the next agenda**

Cllr Godden reported that MSDC would be holding another parish meeting on 5 June, if there were any items for the agenda please let them know by 25 April.

**18. Date of next meeting**

Monday 12 May 2014, at 7.00pm. Cllr Clark reminded the parish council that the next meeting would be the APM and APCM and would therefore start at 7.00pm and not 7.30pm. During the APCM a new Chair and Vice Chair would be elected and he asked anyone who was interested in either position to come forward, although he would be happy to remain as Chair for another year if needed.

The meeting closed at 9.25pm.