

**Minutes of Combs Parish Council Meeting  
Monday 8 September 2014 at 7.30pm, Battisford Community Centre**

**Present:** Cllr I Clark (Chair), Cllr D Eade, Cllr S Reynard  
**Also present:** District Cllr P Godden, Mrs A New (Clerk)

1. **Apologies** – Cllr J. Henson, Cllr S. Scarff; Cllr J. Crooks, Cllr T Durrant had sent apologies. Apologies were also received from the Community Police Team and County Councillor Truelove.
2. **Declarations of Interest** – Cllr Clark declared an interest in item 11.iii. Cllr Eade declared an interest in item 16.
3. **Public Forum** –There were no members of the public attending.
4. **Community Police Team, County Councillor and District Councillor Reports**  
Cllr Clark read the Community Police Team Report in the absence of Matt Brown. The County Councillor's Report was distributed in the absence of Cllr Truelove. Cllr Godden distributed the District Councillor Report.
5. **Approve Minutes of Parish Council meeting held on 9 June 2014**  
Item 12. Finance; cheque numbers to be amended and revised minutes circulated.  
ACTION: Cllr Clark/AN
6. **Matters arising from previous minutes**  
The correct mechanism to report flooding to be clarified. **ACTION:** Cllr Eade/AN
7. **Reports from Councillors**
  - a. **Visits and meetings** - There was nothing to report.
  - b. **Matters raised for information and attention** –Leaving gift for previous Clerk (Heidi Andrade) agreed at last meeting and ratified at today's meeting.
8. **Report from Parish Clerk** – Santander (regarding Combs Parish banking) had sent a form for signature and change of address which required Cllr Eade's signature. **ACTION:** Cllr Eade
9. **Correspondence received** – Correspondence received was noted.
10. **Planning**
  - (a) **Consider applications received:** None
  - (b) **Decisions made by MSDC**  
**1831/14 – Walnut Tree Cottage, Moats Tye, Combs.** Planning permission had been granted.
11. **Finance**
  - a. **Current balance**  
Reports were circulated and discussed. Cllr Clark reported that although unauthorised work had been carried out on memorials in the Cemetery, the process of automatic repair would in all probability form part of the maintenance contract but might incur an additional cost.
  - b. **Payments received.** £140.00 cemetery fee re J Goddard.
  - c. **Approve payment of invoices received.** None received.
  - d. **Approve Clerk's Salary and Expenses – July-August 2014**
    - (i) Clerks Salary and expenses of £348.79 was due. Cllr Clark proposed this be paid, seconded by Cllr Eade. All Cllrs were in favour. Chq no. 22003 was written and signed.
    - (ii) HMRC - £64.80. Cllr Clark proposed this be paid, seconded by Cllr Eade. All Cllrs were in favour. Chq no. 22002 was written and signed.
    - (iii) Council Expenses. Payment due to Cllr Clark for expenses re item 7.b. unable to be authorised as without Cllr Clark the meeting was not quorate. To be carried forward to the next meeting.
    - (iv) Purchase of noticeboard. A Parish noticeboard had been found to be irreparable.  
Cllr Clark proposed the purchase of a replacement, seconded by Cllr Eade. All Cllrs were in favour.  
ACTION: Cllr Clark to purchase replacement noticeboard. Chq no.22005 was written and signed.

- 12. Burial Grounds**  
**a. Combs Cemetery**  
 (i) Scattering of ashes. Cllr Clark to bring a proposal for an identified area for scattering of ashes to the next meeting. **ACTION:** Cllr Clark.  
**b. St Mary's Churchyard**  
 Topple testing of headstones has been carried out. The Parish Council had received a complaint that tape had been used on a headstone during the testing. The tape had been removed following the completion of testing. Damage to an individual headstone and possible theft of a memorial had been reported. Investigation is ongoing with regards to an identified suspect.
- 13. Community Governance Review**  
 Cllr Clark had circulated his response to the Parish Councillors prior to the meeting.
- 14. Suffolk Local Code of Conduct**  
 A copy had been circulated electronically prior to the meeting. Cllr Clark requested that the Parish Councillors review the document which will be an agenda item for the next agenda for adoption.
- 15. Governance and Accountability Guide 2014**  
 Cllr Clark reported this document as a useful guide for conduct of Parish Councils.
- 16. Road Safety Combs Green**  
 Cllr Eade reported he had received complaints from local residents regarding the speed of driving in the Combs Green area. Following discussion it was agreed that Cllr Eade will circulate a 'round robin' rather than a formal letter to local residents from the Parish Council prior to seeking guidance on the way forward from SCC Highways.
- 17. Any other items for inclusion on the next Agenda.**  
 Street lights. Lights at Moats Tye and Park Road are currently not working. Cllr Clark has notified Pearce Kemp.
- 18. Date of next meeting**      Monday 13 October 2014, at 7.30pm.
- The meeting closed at 9.00pm