

Kettlebaston Parish Council

Minutes of the Parish Council Meeting held on Saturday 27th November 2021 at Kettlebaston Village Hall at 9.00am

Present: Cllrs Rob Butler (Chairman), Ben Flockton, Steven Marzal, Graham Cranfield and June Carpenter

Attending: Lucinda Rogers (Clerk)

1. Apologies for Absence

Cllr Steven Phillips – working – apologies accepted.

2. Declaration of Interests and Requests for Dispensation

None

3. Minutes of the meeting held on 25th September 2021

The minutes of the meeting were approved by the councillors and signed by the Chairman as a correct record.

4. Public Forum

No members of the public were present.

5. Appointment of Clerk/Responsible Finance Officer

The councillors agreed to appoint Lucinda Rogers as Clerk/RFO with effect from 18 October 2021; salary point 12 within LC1 range.

6. Standing Orders

The councillors reviewed and approved the Standing Orders.

7. Financial regulations

The councillors reviewed and approved the Financial regulations.

8. Asset Register

The councillors reviewed and approved the Asset Register. Value of village sign to increased to £2,000. Clerk's laptop to be added £500. Notice board to be replaced.

9. Data Protection

The councillors reviewed and approved the Data Protection Policy and the Privacy Notice.

10. Freedom of Information

The councillors reviewed and approved the FOI Publication Policy, Information Available document and Subject Access Request form.

11. Clerk/RFO Report

The following payments were approved:

- Annual membership to SALC £65.19
- Computer cost £329.99
- Community heartbeat £319.20 (batteries and pads)
- Community heartbeat £12.00 (rescue kit)
- Parish insurance £218.00

Cllr Butler to obtain bank statements 31st July 2020m to 31st March to complete audit

Cllr Cranfield to make regular defibrillator checks – Clerk to liaise.

12. Planning Matters

- a. Planning application DC/21/04734 granted for re-siting existing shed in rear garden at Clay Cottage, Back Lane, Kettlebaston has been granted.

- b. Planning appeal DC/21/02442 refused for erection of detached cartlodge building at Prestige House, The Street, Kettlebaston has been refused.
- c. The councillors agreed to make no objection to the Application for works to Trees(S) in a Conservation Area - DC/21/06300 - Fell 1No twin stemmed Lime (T1); Reduce height of 1No Silver Birch (T2) by up to 1.5m, at The Old Convent, The Street, Kettlebaston, Suffolk IP7 7QA

13. Councillors reports

Water is leaking onto the road outside Prestige House and into a neighbouring garden. Clerk to liaise with Highways and planning. Also hazel hedge has not been planted as agreed in the planning permission – clerk to follow up.

Concerns raised about the size of the unofficial waste collection on local land – has it become a commercial site – Cllr to liaise

Stud – may close in February and become a beef farm

Footpaths - The footpath from High House Farm up to Castlehill has been ploughed and not re-instated. Signs at the Preston end of the restrictive byway have been removed and from the junction with the footpath to the Old Rectory

Queens Jubilee – Cllr Carpenter to liaise with village hall and church about an event
Speed Watch – to be added to January agenda

Evans Corner – is Babergh aware of the grade II house’s condition

Village Hall Car Park – A resident had proposed installing posts to prevent illegal entry with vehicles. The council members present thought that a hedge and gate would be more in keeping with the rural surroundings

14. Action List Review

Complete AGAR

- Maggie Lawrence to conduct internal audit
- Footpaths 11 & 12 to be inspected by Councillor Marszal
- DC Lindsay to provide updates on traveller site
- DC Lindsay to provide updates on cart lodge appeal for prestige house
- DC Lindsay to offer an explanation to the transformer being positioned at the traveller site
- Letter to Babergh planning enforcement re Traveller site
- Councillor Marszal to investigate attachment cost for ride on mower to keep street free of mud & flint
- Any other Business – whether as a parish we should consider writing a letter to Babergh District Council planning enforcement collectively with Monks Eleigh.
- Matters for discussion members of the public -None
- Defibrillator – set up regular checks
- Prestige House – water on road
- Cllr Flockton to report the signage on the restricted byway

15. Date of the next meeting

Parish Council Meeting 22nd January 2022

The meeting closed at 10.00am