

DRAFT UNTIL SIGNED

Minutes of the Beck Row, Holywell Row & Kenny Hill Parish Council Meeting held on Tuesday 12th December 2023 at 7.00pm

Attendance:

Councillor Gary Peachey	Chair
Ms Jane Spenser	Clerk to the Council
Councillor Alan Vickerage	Vice Chair
Councillor Steve Murrow	
Councillor James Bailey	
Councillor Sue French	
Councillor Anna Petric	
Councillor Philip Haylock	

Members of the Electorate and other attendees:

District Councillor Don Waldron

The Chairman opened the meeting at 7:00pm. A reminder to everyone that the meeting was being recorded for accurate writing of the minutes.

5923	<u>Apologies and acceptance for absence</u> n/a	
5924	<u>To receive member's declaration of interest and dispensations relating to items in this agenda.</u> None were received.	
5925	<u>To resolve that the minutes of the meeting of the council held on Tuesday 14th November 2023 are a true and correct record.</u> It was resolved that the minutes of the meeting on 14 th November 2023 were a true and correct record. The minutes were signed by the Chair.	
5926	<u>Progress Reports for information:</u> a. Clerk including urgent decisions taken since the last meeting. Appendix E attached. More urgently, the flint wall outside the Parish Hub needs to be repointed, Council members resolved to go ahead and get this work done once a price is obtained. The Clerk will circulate the quote to members.	

Signed by Chair of meeting:

Date signed:

	<p>b. The Beacon Reports by January 14th 2024 for inclusion in the February/March edition.</p>	
5927	<p><u>Public participation session (15 minutes) to include Police, District and County Councillors Reports.</u></p> <p>a. Squadron Leader Andy Bell – RAF Mildenhall - A busy year draws to a close during which 100 Air Refuelling Wing aircraft performed 987 flights and provided fuel to 2,638 receivers. - Likely to be reduced flights over Christmas period 17th December 2023 to 2nd January 2024. - Airfield will be closed to routine (but not operational) flights for Martin Luther King Day 12th -15th January 2024 inclusive. - We're excited about RAF Mildenhall's 90th Anniversary Year – next planning meeting with local organisations is 9th January. - Watch out for Apple TV programme 'Masters of the Air' about the 2nd World War exploits of 'the Bloody Hundredth': runs from 26th January – 15th March. - On 8th December USVF Airmen executed Radio Santa at Beck Row Primary School for 150 children. - On 18th December, the Fire Section mascot 'Sparky' will be visiting Beck Row Pre-School and New Horizons Day Care. - Looking forward to welcoming Beck Row Parish Council and community members for Tolly Cobbold Father Christmas on 22nd December. - Next planned exercise is an active shooter scenario in February. - Wishing you and your families a very Happy Christmas and a prosperous New Year.</p> <p>b. PS Pete Maxfield – Community Police Sergeant nothing received.</p> <p>c. Councillor Colin Noble – Suffolk County Council nothing received.</p> <p>d. Councillor Don Waldron – West Suffolk Council West Suffolk Council's Strategic Priorities 2024-2028 has been published. West Suffolk Local Plan next consultation period is 30.01.24-12.03.24. Councillor Waldron has contacted residents regarding the issues concerning Rookery Drove/Skeltons Drove. Councillor Waldron has informed residents that there are numerous owners of the land who would be responsible for repairing the road.</p>	<p>Cllr Haylock Joined 7.10pm</p>
5928	<p><u>To consider planning applications</u></p> <p>DC/23/1667/HH – AMENDED Householder planning application - a. two storey side extension (following demolition of existing conservatory) b.seven dormers to existing roof. 14 Clements Way Beck Row Suffolk IP28 8AB. SUPPORT</p>	<p>Clerk</p>

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	<p>DC/23/1910/TPO - TPO 048 (1963) tree preservation order - 50 Poplar (G1 on plan, within A1 on order) up to 80 Poplar (G2 on plan, within A1 on order) fell Location Aspal Close Local Nature Reserve St Johns Street Beck Row Suffolk. Councillor Haylock noted that this work is important as the Poplar trees grow older and will fall if not removed.</p> <p>DC/23/1922/HH - Householder planning application - a. two storey side and front extensions b. render to all elevations. De Creke Farm, The Common, Beck Row. SUPPORT</p>	
5929	<p><u>Finance:</u></p> <p>a. To receive for information the bank reconciliations -</p> <p>Appendix A and Appendix B - Reconciliation of Parish Council and Parish Hub bank accounts, previously circulated to members ahead of meeting, for the month ending November 2023 were received.</p> <p>b. To approve payments -</p> <p>i. Parish Council – appendix C ii. Parish Hub - appendix D</p> <p>Payments were approved and authorised for payment. Appendix items can be found in the minute folder with signed minutes relating to this meeting.</p> <p>c. To consider and approve budget proposal 2024/25</p> <p>The budget having been circulated to council members ahead of the meeting was well received. Councillor Haylock thanked the Clerk for the efficiently prepared budget proposal. Councillor Peachey noted it was very clear to understand. All council members agreed. It was resolved that the budget be approved for 2024/25</p> <p>d. To approve precept application 2024/25</p> <p>The proposed precept application prepared by the Clerk/RFO was approved by council members. It sees a percentage increase of 0%. Given the current financial situation with the cost of living, the Parish Council doesn't wish to place further demand on council tax payers within the parish.</p>	
5930	<p><u>To approve and adopt the circulated Policies</u></p> <p>Accident Reporting Policy and Procedures Complaints Policy CCTV Policy</p>	Clerk/Clr Bailey

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Date signed:

	<p>Co-Option of Councillors Policy Data Protection Policy Data Retention & Disposal Policy Disciplinary Policy Document and Electronic Data Retention Policy Equality and Diversity Policy Grant Awarding Policy Grievance Policy</p> <p>The Policies listed having been circulated to Council Members ahead of the meeting for consideration were approved and adopted. They will be available on the Parish Council Website.</p>	
5931	<p><u>To discuss maintenance of the bollards at the Junction of St John's St.</u></p> <p>Councillor Bailey has raised that the bollards need some attention. It was proposed that the Parish Keeper look at straightening the bollards and replacing the chains. The Clerk will liase with the Parish Keeper.</p>	Clerk
5932	<p><u>Santa Sleigh 2023 update</u></p> <p>Mr Canham sent written communication with Councillor Haylock to be read out.</p> <p>The Sleigh is built and ready to go. The Sleigh will lead the procession. Please promote the event where possible. Decorated tractors and vehicles will be lit and follow the sleigh. Other vehicles may join in the procession as the evening progresses. Liquid snow has been purchased for the snow machine. Councillor Haylock is organising the sweets. All names and details of those joining the sleigh to Tolly Cobbold have now been submitted for Base access.</p>	
5933	<p><u>To consider further quote/s and approve Youth Shelter</u></p> <p>Councillor Peachey has received a further quote from Broxap Street Furniture. The quote is £7476.00 + VAT. Council members preferred the original 5 sided shelter installed at £16,334.83 + VAT. It was proposed and resolved to proceed with the shelter from AMV Playgrounds. It was also discussed that it could be placed commemeratively with the 90th Anniversary RAF Mildenhall to Melbourne Air Race.</p>	Cllr Peachey
5934	<p><u>To discuss Family Fun Day 2024 alongside 90th Anniversary RAF Mildenhall to Melbourne Air Race.</u></p> <p>It was discussed that this event should be mentioned in all upcoming Beacons ahead of the event. The Clerk has received an email from a resident wishing to volunteer in helping with the event. The Family Fun Day</p>	

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	<p>on 8th June 2024 will now be a well-timed event to coincide with the 90th Anniversary of RAF Mildenhall to Melbourne Air Race.</p> <p>The next meeting for the 90th Anniversary RAF Mildenhall to Melbourne Air Race is January 9th 2024 at The Jubilee Centre.</p> <p>Councillor Peachey suggests involving model clubs and the local primary school in the event on 8th June.</p> <p>Councillor Bailey will contact Shuttleworth House regarding the Shuttleworth Collection of planes.</p>	
5935	<p><u>To consider further quote/s and approve Cycle Track</u></p> <p>Councillor Peachey is yet to receive a further quotation for the Cycle Track. Councillor Haylock will look into options of providers for further quotes.</p>	<p>Cllr Peachey Cllr Haylock</p>
5936	<p><u>Matters for next meeting</u></p> <p>CCTV Toc-H land Holmseay Green bus stop</p>	
5937	<p><u>Date of next meeting</u></p> <p>To confirm the date of the next meeting is Tuesday 9th January 2024.</p>	
	<p>Meeting closed – 8.48pm</p>	

Signed by Chair of meeting:

Date signed:

BECK ROW PARISH COUNCIL

BANK RECONCILIATION November 23

Balance on 01 Nov 2023 - £68,476.37

Receipts

Payments

<u>Date</u>	<u>Details</u>	<u>££</u>	<u>Date</u>	<u>Details</u>	<u>Gross</u>
08.11.23	SAVINGS TRANSFER IN	9,865.17	01.11.23	PK SALARY	372.00
14.11.23	ASTCO RECYCLING	7.50	01.11.23	PK MILEAGE	14.40
15.11.23	INT. ON SAVINGS ACC.	10.19	01.11.23	PC SALARY (OCT)	1,069.76
17.11.23	500026	82.50	01.11.23	HMRC QTR 2 PAYMENT	264.66
			06.11.23	BT	54.18
			15.11.23	SAVINGS TRANSFER TO CAMS BUILDING SOC.	9,865.17
			15.11.23	HAGS SMP LTD	148.56
			15.11.23	RBL POPPY APPEAL	60.00
			15.11.23	FRESHAIR FITNESS	148.08
			15.11.23	ELANCITY LTD	2,267.99
			15.11.23	BECK ROW METHODIST CHURCH	250.00
			17.11.23	LLOYDS BANK SERVICE CHGS	7.00
			30.11.23	PC SALARY (NOV)	1,001.80
	Total	9,965.36		Total	15,523.60

Balance on 30 November 2023 - £63,304.53

Dec 2023 meeting
Appendix D

Payments - Parish Hub Dec 2023					
Date	status	Details	Gross	VAT	Net
23.11.23	DD	TOTAL ENERGIES	£135.47	£6.45	£129.02
04.12.23	BACS	MR H DAVEY (HD FLOORING DEPOSIT)	£8,859.00	£0.00	£8,859.00
12.12.23		GP BUILDING SERVICES	£630.00	£105.00	£525.00
12.12.23	CARD	*E CATERING (KITCHEN TABLES)	£367.97	£61.33	£306.64
12.12.23		CH ELECTRICAL SERVICES (CONDITION REPORT)	£600.00		£600.00
		Total	10,592.44	172.78	10,419.66
		*funded by profit from Parish Hub Café.			
	Signed:				
	Print Name:				
	Date:				
	Signed:				
	Print Name:				
	Date:				

CLERKS REPORT

December 2023 meeting

- Another resident has emailed regarding the road surface condition of Skeltons Drove and problems obtaining land owner/s details. Communication passed to District Councillor.
- Quotation has been received regarding the repairs/renovation to the bus shelter on Holmsey Green, the Parish Keeper has drawn up plans for the proposed works for a new framework that will contain Perspex panels. It will be placed on the January agenda.
- Hazel Clarke has written to thank the Parish Council for the provision of the Christmas tree and lights for Beck Row Methodist Church.
- Email received from 1 resident offering to volunteer help with the Family Fun Day.
- Community Insurance provider has confirmed they have 'ponds/body of water' noted on our policy. They would recommend posting signage as a precaution. Risk assessments should be kept on file.
- Faulty traffic lights on A1101 (RAF Mildenhall – Gate 15) have been reported to Suffolk County Council Highways by Squadron Leader Bell.
- Suffolk Libraries Local will be aiming to set up a day with the Parish Hub from February. The Clerk will try to work this in with the Warm Rooms allocation once a week.
- Councillor Petric attend Councillor Basic Training units which I believe were very useful. The training is available to all Councillors new and not so new. It is valuable and information given the amount of progression and changes regarding Local Authorities.
- **STREETLIGHTS –**

Unit 102 – Aspal Lane has been reported to SCC as it has passed its repair target date. This was initially supposed to be upgraded in phase 1 but wasn't. This is the fault of the old contractor of SCC. Are the Parish Council happy to proceed with the necessary upgrade to this light unit? As mentioned before, the invoice for this will then be submitted into the Decarbonisation Grant Funding application.