

Minutes of the Remote Parish Council meeting held on 24 April, 2020 via Zoom.

04.20.00 **PRESENT:** Alan Newman in the chair, Nick Bird, John Sones, Andrew Woodgate, Andrew Morton, Fiona Watt, District Councillor L Jamieson, County Councillor Robert Lyndsay, and the clerk was present.

04.20.01 **APOLOGIES:** Stan Coram (unable to join).

04.20.02 **DECLARATIONS OF INTEREST ON AGENDA ITEMS:** There were no declarations of interest.

04.20.03 **MINUTES OF PREVIOUS MEETING:** The minutes of the Parish Council meeting held on 2 March, 2020 were signed as an accurate record.

04.20.04 **4.1 COUNTY COUNCILLOR'S REPORT** Robert's report previously circulated stated - Latest Government advice: www.gov.uk/coronavirus
Latest SCC information: <https://www.suffolk.gov.uk/coronavirus-covid-19>
Suffolk schools guidance: <https://www.suffolk.gov.uk/coronavirus-covid-19/schools-guidance/>

When the Government began the lockdown in early March, the county council cancelled a full council meeting. Decisions are being taken under delegated powers by the chief executive. This is in consultation with the relevant cabinet members and political leaders of each group. If lockdown is still in place in July I will be pushing for an online meeting. As councillors we are receiving briefings from officers online and the political leaders are holding a weekly Skype meeting with the CEO. Highways – pot hole filling, verge cutting, etc continues as normal. **Care homes** - An initial report from the cabinet member for adult care on 6th April said they had just enough for two weeks. However her report of 15 April now says that care homes appear to be finding their own equipment.. The county have set up what they call a “cell” to keep in regular contact with the Suffolk Association of Independent Care Homes to provide advice, information and support. There have been 16 suspected or confirmed outbreaks primarily in care homes in Suffolk since 08/04/2020, split as below: **Bus cuts** Funding still remains an issue. Andrew Morton suggested that the route of the 461/2 should be looked at so that when the lock down ceases the parish council might be in a better position to help fund the service. Robert to take this up. **Suffolk submits bid for Government funding for buses** Suffolk County Council has submitted a statement of intent to the Department of Transport (DfT) for £580k to improve some of the county's bus services. The council has not yet released details of how they plan to spend this funding. However, we understand that they are not intending to use it to reinstate the subsidised bus services which were cut last summer. **Funding available for food banks** Suffolk County Council has made £60,000 available to support food banks in Suffolk. I have just helped the newly launched Bildeston food bank, which aims to help surrounding villages, including Elmsett, apply for some of this money. **School closures and free school meals** More information about school closures in Suffolk is available here: <https://www.suffolk.gov.uk/coronavirus-covid-19/schools-guidance/> To support children eligible for free school meals, schools will be able to

purchase meals or vouchers for supermarkets or local shops to be emailed or printed and posted to families, and they will have their costs covered by the Department for Education. **POST 16 TRAVEL** One of the decisions the CEO is about to make is to raise the annual cost for Post 16 travel to school or college by £90. **Opt-in for 2020/21 free school transport** Parents are now able to opt-in for free school transport for the 2020/21 school year. This will be the second year of the new school transport policy. The deadline for opting-in is 31 May 2020. If parents have a child who is already receiving SCC funded school travel, they must opt-in again to continue to receive it.

4.2 DISTRICT COUNCILLOR'S REPORT: Leigh's report previously circulated **Helpline for the most vulnerable - 0800 876 6926 free to call 7 days a week, from 09:00 to 17:00**

Planning applications during Covid-19 The Planning Charter forms part of the Constitution adopted by Babergh District Council. The current charter includes a planning protocol which places restrictions on the use of officer delegations to determine planning applications. Due to the Covid-19 pandemic the Planning Committee cannot meet as frequently to conduct business and therefore to comply with statutory determination deadlines more applications need to be determined by officers under delegated authority. The applications to be decided under delegation will depend on how controversial they are. The first virtual planning committee is due to take place on Thursday 30th. The meeting will be conducted using Skype meeting and persons wishing to speak on an application to be decided by Planning Committee must register their interest to speak no later than two clear working days before the Committee meeting. **CIL Funding review** The 2nd CIL expenditure framework review has been approved. **COVID Business Support** As of the 9th April over 60% of businesses in both districts had filled in the grant forms for each district. This is largely ahead of the rate identified at other Suffolk authorities, with a number behind us in their processes. In addition I am pleased to report that by the 8th April we had paid £4.4m to businesses in Babergh and £4.705m in Mid Suffolk.

Parking Management Car parking enforcement (CPE) powers transferred from the police to local authorities across Suffolk on the 6th April. With more limited resources due to Covid-19, we will be supporting the national response to the pandemic in our districts by prioritising our service to maintain access for our emergency, care, delivery, refuse and highways services. Parking enforcement is an important public service keeping our roads safe and ensuring access for goods and services. Our partners at Ipswich Borough and West Suffolk Councils who are carrying out CPE in our districts on our behalf, will be taking a common-sense view and focusing on tackling obstructive and dangerous parking on our roads on behalf of Suffolk County Council. We have also relaxed the restrictions in our car parks to help key workers and residents carrying out essential tasks find parking and will review this as required over coming months.

Useful contact info-

Homeless or becoming homeless - 0300 123 4000.

Email - housingsolutions@baberghmidsuffolk.gov.uk

Domestic Abuse - 0300 123 4000 during office hours, or 0808 168 7794 out of hours.

Tenant help – Phone 0300 123 4000 from 8.45am Monday to Friday

For emergency repairs or to report dangerous structures 0808 168 7794

Text mobile service for hard of hearing customers 07827 842 833

Email rent collection team haincometeam@baberghmidsuffolk.gov.uk

Email tenancy support team

tenancysupport@baberghmidsuffolk.gov.uk

All this information is available on our website:

www.babergh.gov.uk/features/our-covid-19-response

- 04.20.05 **FINANCE:** Accounts Due – invoices were verified (having been previously circulated electronically) cheques were made out to be signed as shown below. The clerk to make arrangements for signature (both Nick Bird and, prior to the meeting, Stan Coram agreed to be signatories)

HMRC	£246.20	Emp Tax
Ipswich BC	£600.00	Tree Survey & report
A Newman	£174.00	Salary
Babergh DC	£322.80	Dog & Litter bin emptying
SALC	£21.60	Payroll Services

It was agreed to defer the writing of the cheque for the Confidence café until after the present crisis when it is hoped that the provision will presume.

It was agreed to purchase a subscription of Zoom in order to carry out future meetings remotely.

End of Year Accounts. The clerk had produced a bank reconciliation which was approved by Councillors. Details of procedures to be followed for external audit had just been announced so the clerk would be following guidelines as set out by the auditors PKF.

- 04.20.06 **PLANNING:** DC/20/01470 - Pump House, The Street, Elmsett - Erection of 1no.dwelling including severance of garden (following demolition of existing garage). The parish council agreed to send the following comments to BDC- We consider that the issues are much the same as before and that this is an over development of the site and that if approved and erected would result in a building being insensitive to its surroundings. Our conclusion therefore is to recommend refusal.
- DC/20/01205 - Truro, Hadleigh Road, Elmsett - Erection of two-story and single-story side extensions, single-story front and rear extension, landscaping and enlargement of existing drive. The parish council resolved not to restrict the grant of approval.
- DC/20/00799 - Elmhaven, Hadleigh Road, Elmsett - Erection of a single storey side extension and alterations to existing conservatory structure – The parish council resolved not to restrict the grant of approval.
- Application SCC/0090/19 - Hadleigh Quarry, Aldham Mill Hill, Hadleigh – the parish council resolved not to restrict grant of approval.

04.20.07 **DATES FOR NEXT MEETINGS** It was agreed that the format had been successful and that the next meeting in May would revert to a Monday evening. As the last Monday in May is a Bank Holiday the date for the next meeting is likely to be 18 May at 7.00pm which will be the Annual Parish Council Meeting. Details to be announced on the website.

The meeting closed

Signed:-..... Dated:-.....
Chairman