**CHEDISTON AND LINSTEAD GROUPED PARISH COUNCIL**

 Meeting held on Monday 19 September 2016 at 7.30pm in the Chediston Church Room

**MINUTES**

1. The Chairman welcomed Councillors and members of the Public. Those in attendance were- Graham Downing, Janet Heath, John Ibbott, Terry Tooze, Mark Titchiner and Sheila Turley.

2. Apologies for absence were received from Joanna Wareham.

3. There were no declarations of Interest to record.

4. Minutes of previous planning meeting held on Monday 18 July 2016 were previously circulated and recorded as a true and accurate account of the meeting and they were duly signed.

5. Matters arising from minutes not covered by the agenda. Item 5 – Clerk handed out details from Suffolk Highways about riparian owners responsibilities regarding clearing and maintaining ditches. Item 8 – There is no policy to cut hedgerows only once per annum. Environmental Agency will look to clear the ditch along the B1123 (there is no date for the works to take place as yet). Cllrs requested Clerk to write to Suffolk Highways about concern over the size of bore used in the culvert to form new driveway along the B1123 to access Church Farm Lodge.

6. Public Forum. - Concern was raised about SCC stopping free hosting of web- sites from the end of October. This will be discussed later in the meeting. Cllr Boroughes stated that this news had only recently been given to County Councillors and he was happy to pay the additional cost out of his funding. Incidents of excess water on the hill towards Chediston Green need to be reported to Suffolk Highways using their web-site. Clerk can then write to riparian owners notifying them that concerns have been identified and reported to the authorities and asking them to resolve the issue. It is noted that all incidents of excess water on the highways need to be reported as there has been prior concern along other roads in the parish. Photographic evidence will support of concerns. Cllr Boroughes reported that County are in the process of talking to SAT NAV providers to seek that heavy good vehicles use more suitable routes. There are two new post in the village to take flashing indicator displays organised by Suffolk Highways following the meeting in March.

7. Finance – Quarterly Financial Statement given to Councillors. Cheque for signature £141.00 (CAS Insurance renewal, year 2 of a 5 year agreement)

8. We have received a Notice of Conclusion of Audit for 2015/15 and Issues Arising Report from BDO. These were approved and will be posted onto the web-site.

9. We have enrolled with the Pensions Regulator.

10. Chediston & Linstead Standing Orders and Financial Regulations– Councillors voted to approve and adopt the Standing Orders and Financial Regulations and they were duly signed.

11. Correspondence. Tim Passmore – Suffolk PCC – Public meetings, Halesworth in Holton Village Hall – October 8th start at 6.30pm Suffolk Coastal District Council – Move to Riduna Park, Melton Suffolk Coastal Disability Forum - 4th Oct at Melton Hill Council Chambers

12. Correspondence for circulation. Clerks and Councils Coastline Cllr Boroughes District and County Reports

13. AOB. Safety Campaign – to make sure that walkers have clear verges to enable them to step away from traffic. We will agenda this item for our next meeting. CAS – new web-site hosts Clerk to register our interest in taking up this offer. There will be a will cost of £50 per annum, we have an offer to pay for this from Cllr Boroughes.

14. Date and Time of next meeting is 21 November in the Listead Village Hall.

Signed ......Graham Downing........... Dated ........21 November 2016........