**CHEDISTON AND LINSTEAD GROUPED PARISH COUNCIL**

A PC meeting was held on Monday 16 September 2019 at 7.30pm in Linstead Village Hall

**MINUTES**

The Village Hall has been risk assessed for use. There is a sanitisation station provided. The Clerk sanitised the tables and chairs prior to the meeting.

1. The Vice-Chairman welcomed Councillors, those present were John Ibbott, Jo Wareham, Mark Titchiner, Tammi Mason and Colin Hackshall.

2. Apologies for absence were received from Janet Heath and Sarah Ward.

3. There were no declarations of Interest to record.

4. Minutes of previous P.C.meeting held on Monday 20 July 2020 were circulated and agreed to be a true and accurate account of the meeting and duly signed.

5. Planning observations – DC/20/2348/FUL -Rosecroft, Chediston Green – siting of shepherds Hut and associated sewage water treatment plant. The Clerk visited all neighbouring properties. Councillors liaised with the Clerk in regard to the proposal and decided unanimously to support the application.

6. Matters arising from minutes not covered by the agenda. Following the last meeting, Terry Tooze resigned his post as Parish Councillor. A map of Chediston and Linstead footpaths has been received and the Clerk will arrange for it to be placed on the noticeboards. Highways department have been out to look at the crossroad sign in Linstead and the repair has been placed on a works list.

7. Public Forum – there were no members of the public in attendance.

8. Finance – A new signatory is required, Tammy Mason was proposed and seconded. The Clerk will get the forms to her for signature. Cheques for signature CAS £146.56 for Insurance renewal, year 2. Trevor Brown £80.00 internal auditor fee. These cheques will be countersigned by Janet Heath at a later date.

9. 2019/20 Annual Account to include Internal Auditor Report. There were two recommendations: 1. The model Standing Orders and Financial Regulations adopted by the Council on 16 September 2019 should be tailored t the particular requirements of the Council where alternative options or square brackets are display in order to eliminate any ambiguity. 2. The Council should note the NJC Pay Scales that applied from 1 April 2019 and consider increasing the salary of the Clerk/RFO accordingly. SBA have confirmed they have received notification of exempt status for 2020.

10. Chediston & Linstead Standing Orders and Financial Regulations including Pubic Contracts Regulations 2015 were discussed and adopted by the Council.

11. Overgrown hedges and verges – A communication has been received about the lack of boundary maintenance being undertaken by some residents, namely along Wissett Road opposite Paradise Farm and Church Road and the watercourse in Chedistion and along the B1123 from Chediston towards Linstead on the Linstead side of the bridge, where road signs are hidden in the hedge and the road is restricted.

Also highlighted were ditches on the B112 from Church Farm Lodge to the bridge by Bridge Farm Chediston. The new access to Church Farm Lodge cannot cope with the volume of water, so the water gets pushed onto the B1123 the water is then unable to get back into the ditch as all the grips are blocked and ditches overgrown and the road is badly flooded causing traffic to be diverted.

These concerns were discussed and it was decided that at this particular time it is not appropriate to write to individuals. We know from previous communication that some landowners are unable to undertake these works themselves and JW will ask if some works can be paid for. We note that concerns were raised with the planning authority about the diameter of the culvert at Church Farm Lodge during its construction.

12 Correspondence e-mailed to Cllrs. Planning Policy – Permitted Development Order. Public space Protection Order (Langaurd Fort and Aldeburgh beach) Cllr Burroughes reports.

13 Correspondence for circulation. Local Police report via e-mail Update Sizewell C

14. AOB. – The Chairman would like to express our thanks and appreciation to Terry Tooze for his many years of service to the Parish Council. JW would like the PC to consider ways in which we can engage with our community. Clerk will e-mail Cllrs a list of initial ideas that Jo has put together. We will Agenda our next meeting to discuss these and ask that Cllrs bring their ideas too.

15. Next meeting 16 November 2020

Signed …………………………………………. Dated ……………………………………...