

CHARSFIELD PARISH COUNCIL

Minutes of Meeting Held on Monday, 20th November 2023

Present: Councillors Pedgrift (Chair), Haird, Sharp, Moor, McArthur, Youngman and Pam Hembra (Parish Clerk)

District Councillor Dan Clery

Members of the Public: 19

		Action
1.	Apologies and Approval of Absence	
	Cathy Laird - approved	
2.	Declarations of Interest	
	None	
3.	Approval of Minutes of the Minutes held on 25th September 2023	
	Minutes were approved and signed by Councillor Pedgrift	
4.	Progress Reports for Information or Matters Arising	
	<p>Grit Bin - The grit bin recently purchased for the corner of Church Road and Magpie Street was hit by a lorry and broken. This cost £99.95 + VAT. Our insurance has an excess of £100 therefore not worth claiming. Councillor Moor proposed purchasing a new bin but siting it in a different place. Councillor Pedgrift seconded this motion.</p> <p>Suffolk Climate Change Partnership Conference report – this was similar to the Woodbridge Climate Action Group except it was aimed at Town and Parish Councils to encourage things like Community Owned Solar Farms or Solar Allotments, local windfarms and renewable energy. On a smaller scale things like planting grass verges with bulbs to stop early cutting, community gardens, repair shops, community composting, community woods and orchards. It would also be very helpful if we could have a village tree warden – full training given by the Suffolk Tree Warden Network</p> <p>Queen’s Green Canopy Weather permitting six oak trees will be planted on the field next to the school in the middle of January. Pegs will be placed out in the field for people to approve position of trees before planting.</p>	
5.	Points from the public – A chance for the public to raise matters of relevant interest. <ul style="list-style-type: none">- People who wrote letters of protest re the Three Horseshoes Planning Application received a letter from David Houchell.	
6.	Reports	

	<p>County Council (full report available on request)</p> <p>District Council (full report available on request)</p> <ul style="list-style-type: none"> - Funding for Cost of Living Grants available - consultations about Planning details sent out for comments. Councillors Pedgrift and Haird attending the on line briefing. - Councillor Clery suggested the Flood Action Group have conversations with other small village groups like Little Bealings and Witlesham. - It was asked if the locality budget could help set up Flood Groups. Councillor Clery to check. <p>Recreation Ground</p> <p>Fund raising had not been able to be undertaken during COVID and then this year there were not enough volunteers to run Charsfest. The main outgoings are maintenance – grass, hedge and weed control and insurance. The new toilets now have a utilities standing charge of £300-£400. Their expenditure usually exceeds income therefore reserves are getting low. The running costs do not include repairs or replacement of equipment. Further support is being asked from the Parish Council. Councillor Moor wondered if the additional rates from the new houses might provide the additional sum. This would be worked out in the budget meeting. The PC agreed in principle to this.</p> <p>Village Hall</p> <p>Nothing to report.</p>	
7.	<p>Flooding</p> <p>Affected residents in the village are proposing to set up a Community Flood Action Group as advised by the National Flood Forum – charity. (Parish Councillors should not be included in this). This gives much more of an influence to pressurise local agencies. It would be necessary to find out how many people were affected and where the water was coming from. This would be gathered into a timeline for analysis. Expert help would be needed to produce an action plan. A flood warning system needs to be set up. Volunteers (affected by the flood) have been asked to help. The new group currently have no funding and it was suggested they possibly use the Church for meetings. The Parish Council will offer support with admin and possibly some funding for costs incurred.</p> <p>There are available Flood RE Insurance Policies which provide extra money to enable home owners to build back better.</p> <p>It is necessary to report any flooding on to the Highways Reporting Portal to be able to claim funding. Councillor Pedgrift to resend email original email. Council tax relief possible on relocated homes.</p> <p>The Suffolk Flood Risk Management Partnership are preparing a report on what caused this event in order to be better prepared, better warned and be able to escalate a plan for temporary flood measures in the future. Blocked drains are a consistent feature with drainage problems.</p>	Chair

	It was suggested the reporting tools on the Highways website and the responses need to be improved.					
	<p>Road Safety</p> <p>8.1 Road Safety Week 19th-25th November</p> <p>8.2 Road Signs – new signs are to be erected at the junction of The Street and B1078. The PC will see what effect the new signage has before spending more money on further signs.</p> <p>8.3 There are so many diverse road safety problems in the village that it was agreed to formulate a Road Safety Plan. Initially a small committee headed by Simon Rixon would generate an information gathering exercise in February.</p> <p>It was pointed out that if the B1078 is not passable for any reason traffic will often use The Street. This causes a lot of problems after the floods with large lorries “pushing” water into the already flooded houses.</p>					Clerk
9.	Planning:					
	<p>Planning Application DC/23/4197/TPO – The Old Vicarage – permission to reduce height of trees. No objections.</p> <p>DC/23/1839/DRC – Land next to Highfields, Davey Lane - permitted</p>					
10.	Finance					
	10.1 To authorise payments as listed below:					
	Date	Detail	Ref	Power	Amount	
	25/10/2023	SALC Conference	Bank Transfer	LGA 1972 s.111	£18.00	
	25/10/2023	SALC Payroll	Bank Transfer	LGA 1972 s.111	£22.80	
	03/11/2023	SALC Conference	Bank Transfer	LGA 1972 s.111	£18.00	
	03/11/2023	Coastal Building Supplies (sand)	Bank Transfer	LA 2011 ss 1-8	£126.00	
	03/11/2023	Aspli Safety (sand bags)	Bank Transfer	LA 2011 ss 1-8	£80.36	
	15/11/2023	Community Heartbeat	Bank Transfer	LGA 1972 s 139	£162.00	
	<p>10.2 Bank Balance as at 31st October 2023 –</p> <p>– current account: £8,638.88</p> <p>– savings account: £6,000.00</p> <p>10.3 To note receipt of income as listed: Cil Funding - £2,353.35</p> <p>10.4 Bank reconciliations were agreed and signed</p>					
11.	Emergency Plan					
	<p>The village Emergency Plan will need to be looked at in the light of recent flooding. It was discovered the Emergency Planning Officer’s telephone number was incorrect. Councillor Moor to send a report of problems to the EPO. The PC needs to go through the Emergency Plan to check it works, yearly.</p>					

	50 long life sand bags and more sand has been purchased. A Working Party is needed to fill these bags and deliver to the Village Hall. Need to encourage people who have been flooded to purchase gel bags.	
12.	Thermal Camera Booking – 23 rd January to 3 rd February	
	Volunteers needed to survey properties once dark with heating and lights on. Videos and information packs are available for instruction. Councillors Pedgrift, Moor, Haird and Youngman volunteered.	
13.	Bus Service – Community Bus Service	
	Katch Bus is underfunded and will not come to Charsfield. Community Accessible Transport, for individual journeys may be available. Volunteer drivers within the village would be welcomed. CATS details to be circulated.	
14.	Charsfield Primary School	
	Hoping to take in nursery children, most people in favour. Councillor Pedgrift to notify the school the Parish Council support this initiative.	Chair
15.	Councillor Training	
	Councillor Pedgrift to contact SALC.	Chair
16.	CIL Funding	
	We now have a total of £4,706.70 – it was decided to defer any decisions on this until later.	
17.	Precept and Budget 2024-2025	
	Councillors Pedgrift, Moor and Haird to meet on 8 th January at 11 am.	
19.	Litter and Fido Bin Waste Policy from East Suffolk	
	No comment to make on this policy.	
19.	Telephone Kiosk	
	Alan Ward to tile the floor in the kiosk.	
20.	Village Historian Update	
	<ul style="list-style-type: none"> - Two boards displaying information on past Charsfield families were put up this autumn close to the church path. - A further article added to history section of the website on Thomas Churchyard and ancestral connection to Charsfield. - The Wikipedia page for Charsfield has been updated correcting the population figure and adding “notable people” section. 	
	Date of Next Meetings Monday, 22 nd January 2024 Monday, 18 th March 2024	
	The meeting closed at 9.37 pm.	