

CHARSFIELD PARISH COUNCIL

Minutes of Meeting Held on Monday, 20th January 2025

Present: Councillors Moor (Deputy Chair), Laird, Rixon, Crone, and Pam Hembra (Parish Clerk)

District Councillor: Dan Clery

Members of the Public: 5

		Action
1.	Apologies and Approval of Absence	
	Councillors Haird, Youngman and Pedgrift - approved	
2.	Declarations of Interest	
	None	
3.	Approval of Minutes of the Minutes held on 25th November 2024	
	Minutes were approved and signed by Councillor Moor	
4.	Progress Reports for Information or Matters Arising	
	Queens Canopy. Andrew Fane is happy to plant the trees in the field between Hall Road and Sempers Hill along the Potsford Brook bank Three Horseshoes – Three Horseshoes Community Group will be contacting Mr Bolton shortly as they have not heard from him.	
5.	Points from the public – A chance for the public to raise matters of relevant interest. Mr Roberts from Paddocks has concerns that the water arriving at his property from the Seven Spar Farm direction cannot get to Potsford Brook. The Parish Council is to survey ditches in the Parish to try and identify problems.	
6.	Reports County Council (full report available on request) District Council (full report available on request) Councillor Moor spoke to the District Councillor to ask whether we might apply for a grant towards a water level gauge and also for a for the costs of consultants report on Flood Risk and Water Management. He said that the money is available for allocation until the end of March. Recreation Ground – Parish Council have now purchased two benches from funding being held for them. Village Hall	

7.	<p>Community Energy Project Feasibility money promised but no money received as yet.</p>	
8.	<p>Charsfield Flood Action Group – Steve Moor Full report available on request.</p> <p>S19 Report No further information from SCC LLFA so a group of PC members and CFAG considered the recommendations and what if anything had happened since its publication.</p> <p>A report has been produced from that meeting along with a summary table of recommendations. We have added references to aid discussion. These have been distributed to those attending, available on this link.</p> <p>S19 Actions and Progress.xlsx To summarise even further the most significant areas for actions are:-</p> <ol style="list-style-type: none"> 1. (M3) Drainage from the Chapel Lane ditch into the Brook without using the Street 2. (S6) Maximising flow through the Bridges (B1078 in particular which is really now an issue after observations recently after just 16mm of rain). 3. (M1 and M8) Attenuation of flow upstream of the village and on the higher ground on the north side of the Brook (follow up with the latest EA advice with landowners). 4. (S1 and M7) The upstream gauge to improve our early warning and get a flood warning from the EA. <p>Flood Resilience Take up by residents of flood resilience grants is quite low. This money can be claimed by households that reported as flooded internally as a result of Babet on the highways reporting tool. This money needs to be supported by a survey (£500) but means that (£4,500) can be spent of other defences or measures. This would pay for approximately three sets of storm boards for example. Residents should be encouraged to take up these grants as adding resilience will likely reduce their insurance premiums.</p>	
9.	<p>Potsford Brook Water Quality Report – Peter Clitheroe</p> <p>Full report available on request.</p> <p>The sampling teams have been busy again in spite of the heavy rain and the cold on Monday 6th January. They took samples at over 60 sampling points from Bawdsey at the mouth of the estuary right up to Aspall on the source streams.</p> <p>E.coli - with the River Deben in flood after heavy rain during the weekend of 4th and 5th January, there were higher levels of bacterial pollution than in recent months across almost all sampling locations. The exceptions were at the tidal sites closer to the sea such as at Bawdsey, Ramsholt and Waldringfield.</p>	

10.	Road Safety	<p>There was a recent survey in the village about a 20 mph speed limit on all roads in the village except the B1078. Of the 69 respondents who completed the survey 71% were in favour of a 20 mph speed limit.</p> <p>Councillor Rixon is trying to source funding needed for white lines and pedestrians signs around the village. The Transport Review Group and Southern Transport Forum (both part of Sizewell C) are looking at traffic implications due to the Park and Ride facility coming to Wickham Market and we are hoping we may be able to source funds from one of these organisations.</p>				
11.	Planning:					
12.	Finance					
	12.1	To authorise payments as listed below:				
		Date	Detail	Ref	Power	Amount
		19/11/2024	Community Heartbeat Trust	Bank Transfer	LGA 1972 s 139	£162.00
		10/12/2024	Cost Cutters (Seated Furniture)	Bank Transfer	PHA 1875 s 164	£1,579.46
		11/12/2024	Aaron Nobbs (Kiosk)	Bank Transfer	LA 1972 SS133	£108.00
		29/12/2024	HMRC	Bank Transfer	LA 1972 s112	£123.20
		29/12/2024	P Hembra – Services	Bank Transfer	LGRA 1997 s30	£492.48
		07/01/2025	F Moor – Over Sixties	Bank Transfer	LGA 1972 s.145	£274.41
		09/01/2025	Charsfield Village Hall	Bank Transfer	LA 1972 s111	£24.30
	12.2	To note receipt of income as listed:				
	12.3	Bank Balances as at 31 st December 2024				
		– current account:		£569.74		
		– savings account:		£16,130.22		
	12.4	Bank reconciliations were agreed and signed				
13.	Budget 2025-2026					
		<p>The budget of £8,435.00 for 2025-2026 was proposed by Councillor Moor and seconded by Councillor Crone. The impact of this year’s budget will be a rise of £4.32 per household or 11%.</p>				
14.	Emergency Plan					
		<p>A Sub Committee on 30th January made up of Councillors, Crone, Moor and Pedgrift are to look at the Emergency Plan, update it and adapt it to the new template. Following this CFAG recommendations and input will be incorporated to ensure the new EP is fit for purpose.</p>				
15.	New Positive Duty to Prevent Sexual Harassment and Safeguarding					
		<p>Councillor Laird has put together a Safeguarding Policy which should be on the website. The contact details should be conspicuously displayed on the Village</p>				

	<p>notice boards. There was a suggestion we should inform both the Village Hall Management Committee and the Recreation Ground Committee.</p> <p>Councillor Crone is putting together a Policy on the Prevention of Sexual Harassment.</p>	
16.	<p>Proposed Westerfield Quarry email ESPA 22 - email November 2024</p> <p>This proposal is at the pre-application stage. It is sited south of Fynn Valley golf course and if it goes ahead will increase the number of trucks and cars on the B1078. There is quite a large campaign against it (STQ- Stop The Quarry) and there will be a presentation at Westerfield Village Hall on 21st February 9 am -8 pm. This could have a significant effect on our village.</p>	
17.	<p>Consultation on the Renewal and Consolidation of Dog Related Public Spaces Protection Orders – email 9th December 2024</p> <p>The consultation is run by ESC and closes on 1st February. As the Parish Council meeting could not agree on their approach it was decided villagers be given the information to access the consultation themselves if they wished.</p>	
18.	<p>Training</p> <p>Councillor Crone has taken Part 1 of the Councillor Training and will be taking Part 2 in a few weeks.</p>	
19.	<p>CIL Funding £7,131.37</p>	
20.	<p>Telephone Kiosk</p> <p>We are still trying to source a solar powered light fitting for this but it has been suggested a battery pull cord might work with a pressure switch so it turns off.</p>	
21.	<p>Parish Councillors Photographs and Profiles</p> <p>Reminder to Councillors for photograph and paragraph profile.</p>	
22.	<p>Parish Clerk Vacancy</p> <p>We are very pleased to announce that Viviane Ward would like to take this position on.</p>	
23.	<p>Village Historian Update from John Fox</p> <p>1. Received from Paul Catchpole minute books for Charsfield Football Club (1948-70) and Charsfield Women’s Club (1947-66, though already have earlier papers from its 1937 start-up).</p> <p>2. Notified of marble memorial edging stone dug up during garden clearance work at Mapperleys’ old property on Monewden Road. The inscription is to Emily Jane Luff, who died May 1916, and was the Schoolmistress in the village at least since 1901. Evidence though is that she and her husband lived at the school house (now part of the school). We have a 1906 school photo that shows her with the pupils.</p>	

	3. Contributed to the new St Peter's Church leaflet, providing additional historical information.	
24.	Date of Next Meetings	
	<p style="text-align: center;">Monday, 17th March 2025 Monday, 19th May 2025 Monday, 14th July 2025 Monday, 22nd September 2025 Monday, 17th November 2025</p>	
	The meeting closed at 20.38 pm.	