

Pakenham Parish Council
Minutes of a Meeting of the Council
held on Wednesday, 19th October 2022 at 7.30pm in the Village Hall

Present: Cllr Painter, Cllr Dorling, Cllr Bagnell, Cllr Davey, Cllr Palfrey and Cllr Sargent

Two Members of the public were in attendance.

Mrs S Brown (clerk) took the minutes.

- 1. Record Councillors' apologies for absence:** *None received*
- 2. Declarations of interest:** *No declarations of interest received.*
- 3. County Councillors Report:** *Cllr Hopfensperger attended and gave a report which included: Stowlangtoft Bridge Cllr Hopfensperger and Cllr Spicer have contacted the local MP's Jo Churchill and Matt Hancock as well as other local Councillors to write to SCC Chief Executive explaining the issues and asking for an independent assessment of the bridge to try and get the traffic lights re-instated with the hopes of bringing forward the works for spring/summer 2023. The Council briefly discussed and thanked Cllr Hopfensperger for all her work on this issue. Cllr Hopfensperger advised the police are carrying out extra patrols for speeding.*
The pot holes leading up to the playing field the Clerk to send through the email received from Havebury advising these are the responsibility of SCC highways.
In regards the kebab van, currently there are no licencing laws which covers this area a change in the licencing law is currently out for consultation. However, the unlicensed van is a police matter which Cllr Hopfensperger has reported to the police. It was advised West Suffolk Council will be carrying out a site visit Cllr Hopfensperger to check with planning enforcement.
The Chair advised Cllr Hopfensperger that a site visit in regards the footpath adaption on Church Hill had taken place with an officer from Highways who had been unhelpful. They had been advised to rectify would cost in the region of £10,000 which Highways weren't currently able to do however this could be carried out by the Parish Council, the Council discussed and felt they could not become highway contractors. It was asked if Cllr Hopfensperger could write a letter to Highways explaining there had already been an accident and if another happens a claim could be put in to SCC. Cllr Hopfensperger to speak to the new community engineer and Highways, it was also believed there could be a footway budget that could be used to help with the work.
Borough Councillors Report: *Cllr Brown did not attend, apologies had been received, Cllr Brown advised he had tried to contact the resident in regards the planning issue in correspondence below and had visited the site but not found anything untoward.*
Public Forum: *No one wished to speak.*
- 4. To consider the approval of the minutes of the last meetings:** *The minutes of the meeting held on 27 September 2022 were approved to be signed as a true record.*

5. Reports arising from the previous meeting:

- i. **Highways Kebab Van:** Covered above in item 3.
- ii. **Highways A1088:** Covered above in item 3.
- iii. **Footpath addition to the definitive map:** An update had been received from SCC Definitive Map Officer at present there are 6 definitive map modification order applications with high priority ahead of the one at Pakenham. As soon as there is spare capacity to allocate the application to an officer to investigate they will notify Pakenham parish council. Unfortunately, they are unable to give an indication of time scale at this time.
- iv. **Clerks Report:** A new tenant will be taking over plot 7 on the allotments on 1 November. Burial to take place plot E22 payment has been received. The defibrillator was again not picked up for its software upgrade this has been re-booked for 23 November. The Clerk will be on annual leave from 20 October until 20 November this will be added to the bottom of emails and asking they contact the Chair if the matter is urgent.

6. To consider footpath adaption on Church Hill: Covered above in item 3.

7. To confirm siting of new memorial in the Lawn Cemetery: Council discussed and all in agreement with the area pegged out by Cllrs Dorling and Palfrey. Cllr Bagnell advised the memorial was now finished and the carvers had done an excellent job and it was hoped it would be in place before the 11 November. Cllr Bagnell was thanked and congratulated by Pakenham Parish Council for all the work he had done on this and thanks were given to all the sponsors with donations of materials as well as the work which had gone into the creation of this new memorial. An email had been sent to the vicar and church wardens to update them and to ask if they were happy with the siting of the new memorial. The vicar had advised she was happy to bless the new memorial. Council discussed the remembrance service and agreed to try and have a blessing of the memorial on the 11th November with the Vicar, Councillors and sponsors with possibly coffee and biscuits at the church this would give the Councillors a chance to thank those who had donated time and money towards the creation of the memorial. Cllr Dorling and Cllr Painter to liaise with the vicar and Cllr Bagnell to check if the sponsors would be able to attend.

8. To consider memorial request plot F13: Council discussed and all in agreement to grant permission.

9. To consider donations to:

- i. **Royal British Legion:** Council discussed and were all in agreement for a new wreath to be purchased to be placed at the new memorial. Cllr Palfrey to arrange the purchase of a new wreath.
- ii. **PVH & PFA:** Council discussed and were all in agreement to give the annual donation of £2000 to PVH & PFA towards ongoing costs.

- iii. **Macmillan:** Council discussed and were all in agreement to donate £100 towards the Macmillan charity.

10. **To review Council's Internal Control Statement:** The internal control report and statement had been circulated and was reviewed by Councillors all in agreement for the next review to take place in October 2023.

11. **Correspondence circulated:**

- **Regular SALC ebuletins – West Suffolk Council – Suffolk County Council – Warm Homes (forwarded for inclusion in the village newsletter) – Winter warmth funding of community buildings (forwarded to PVH &PFA) – Bus Strategy – Sizewell C – Great Cambridge Partnership – Thermal imaging update – SCC budget consultation – A14 J47a to J49 National Highways engagement days on work to be carried out on A14 –** Cllr Davey gave an update on the possible proposed works on the A14 which will take place in January/February 2023.
- **Email received from resident re allotment hedge & potholes:** The Clerk had advised Cllr Hopfensperger the pot holes had still not been addressed, Cllr Hopfensgperger had contacted Highways again, the clerk to send the email from Havebury to Cllr Hopfensperger. The Clerk had written to British Telecom at the Telephone Exchange asking if they could cut back the overhanging trees. The clerk advised M&TJ's had cut back the far hedge at the allotments but the side hedge had not been done. Council agreed Cllr Dorling to contact the allotment holder, visit the allotment plot and contact M&TJs for a quote to cut back the hedge if he thought it necessary.
- **Telephone call received from resident re planning issue:** Cllr Brown had been contacted and was happy to contact the resident in regards this issue. Cllr Brown had advised he had made a site visit and seen nothing untoward, if the Council felt there were any change to contact him.

12. **Applications determined by Planning Authority:** None received.
A Planning application had been received too late to be included on the agenda. Council agreed to hold an extra ordinary planning meeting to discuss the matter. The Clerk to send an agenda to Cllr Davey to print and circulate to Councillors and place on noticeboard when a date had been confirmed. The Chair to check with the village hall for a date for the meeting to be held at 6.30pm. Cllr Dorling to chair the meeting and Cllr Painter to take the minutes.

13. **Finance Report:.** Receipts received: Wayleave £9.61 and memorial payment of £124 for plot F13, payment for burial plot E22 (re-opening) £205. The current account held a cleared balance at 30 September 2022 of £19,586.65 with an uncleared balance of £17,670.93 after outstanding cheques, invoices on agenda and receipts banked have been made.

To consider any payments to be made: All in agreement for the payment of invoices:

- i. **Community Action Suffolk website provision £60:** A cheque no:1748 was raised for £60*
- ii. **SALC 6 monthly payroll provision £22.80:** A cheque no: 1749 was raised for £22.80*
- iii. **M & TJ's September grass cut £228.00:** A cheque no: 1750 was raised for £228*
- iv. **ICO subscription £40 data protection:** A cheque no: 1751 was raised for £40*
- v. **PVH & PFA donation £2000 as agree in item 9:** A cheque no: 1752 was raised for £2000*
- vi. **MacMillan donation £100 as agreed in item 9:** A cheque no: 1753 was raised for £100*

14. Councillors' reports and items for future agenda: Cllr Painter suggested Council consider paying for heating of village hall possibly once a week to allow residents to socialise. To also consider the showing of films again in the village hall. To place on next agenda.

15. Date of next meeting: The date of the next scheduled meeting was confirmed as Wednesday, 30th November at 7.30pm in the Village Hall..

There being no further business the meeting was closed at 9.10pm
