

Pakenham Parish Council
Minutes of a Meeting of the Council
held on Thursday, 21st September 2023 at 7.30pm in the Village Hall

Present: Cllr Dorling Vice-Chair, Cllr Bagnell, Cllr Palfrey, Cllr Sargent, Cllr Sidebotham and Cllr Berry
One Member of the public were in attendance.
Mrs S Brown (clerk) took the minutes.

1. **Record Councillors' apologies for absence:** *Apologies received and accepted from Cllr Davey. Apologies received from Cllr Hopfensperger she is attending the Suffolk Care Awards.*
2. **Declarations of interest:** *No declarations of interest received.*
3. **County Councillors Report:** *Cllr Hopfensperger was unable to attend, a report had been received and circulated which included: Suffolk Trading Standards unveils its 200th No Cold Calling Zone – a scheme to protect the elderly and vulnerable from unscrupulous cold callers sees its 200th opening in Kessingland; Trading Standards urge £765,000 fraudster to give himself up for sentencing – Wayne Parker has been on the run since February after being found guilty of fraudulent trading; Update on Gull Wing construction works affecting Denmark Road, Lowestoft – Lowestoft residents are being advised that the Gul Wing contractor, Farrans, has applied for an extension of the closure of Denmark Road to allow for the completion of the highway works; Award success for Social Care in Suffolk – Suffolk County Council staff and teams have been recognised for their achievements and skills by being shortlisted at the Social Worker of the Year Awards; Formal opening of £1.3million Suffolk Fire and Rescue Service training centre – a new-look training centre at Wattisham Flying Station for Suffolk firefighters has been formally opened; Council fears new energy proposals will harm Suffolk's coastline – Southwold and Walberswick could be affected by new proposals for onshore cabling, as part of a large international project to connect offshore wind power in the North Sea.*
A local report had been received and read to meeting: they are in the process of setting up a liaison group for the Stowlangtoft bridge that needs repairing, the bridge is looking to be repaired April 2024 and the idea of the group is to keep the parishes affected by the bridge informed of progress and for you to let officers know of issues that may arise. Cllr Hopfensperger has not heard anything in regards the Sizewell C liaison group however she reported she has been chasing this.
District Councillors Report: *Cllr Speed was in attendance, a verbal report was given which included: two important reviews underway: highways grass cutting including verges; more money may be required from West Suffolk and the use of pesticides. The Western Way development project a brief overview was given, this will be coming up for review next week. It was advised the new administration was finding their feet.*
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 20th July 2023 were approved to be signed as a true record.
5. **Reports arising from the previous meeting:**
- i. **Footpaths:** Cllr Berry reported he had walked all the footpaths in the area with Footpath 3 being the worse one with a fixed gate that members of the public were unable to get through. Two further field gates on route were also tied but with brambles cut back could be accessed. A photograph had been taken and Cllr Berry would report to the rights of way officer. It was also reported Footpath 1 just off Fen Road by the Agri Centre gets very muddy at the beginning of the walk, it was suggested a board walk could be considered. Otherwise, all the footpaths were in good condition. Cllr Berry was thanked for his time and work.
 - ii. **Sizewell C Inclusion Meeting:** No information had been received from Sizewell C in regards of this meeting. Cllr Hopfensperger had advised she is chasing.
 - iii. **Clerks Report:** The SCC Thermal Imaging Camera survey had been completed and the Parish Council had been added that they may be interested in using the camera in the future. All allotment plots have now been rented out. The tree works, which Cllr Dorling kindly arranged with Countryside Conservation & Tree Services are due to take place week commencing Monday 16 October. The Clerk will be away towards the beginning of October visiting family but will have the council laptop to reply to emails and will be available by mobile.
6. **To consider works and quotes at the Lawn Cemetery:**
- i. **Adaption of pavement:** Cllr Dorling had met with the Highways officer following this meeting Cllr Hopfensperger advised of a plan of the work needed and Nunn's need to submit a plan of work to be carried out or they can use this plan and get the contractors to agree to doing the work then seek permission for the work to be carried out. Council discussed and agreed Cllr Dorling to forward the email received with plan to Nunn's and if they are happy to still carry out the works at the originally agreed quote. It was hoped Cllr Hopfensperger will be able to help towards the cost of the works. Council agreed the works will need to be adopted by Highways. To place on next agenda.
 - ii. **Adaption of drive:** Cllr Dorling advised the works to the drive appear to have worked with stopping the gravel being washed onto the road. It was agreed to leave as it is for the time being.
 - iii. **Signage to Church:** Cllr Dorling and Cllr Davey had erected two signs on The Street to indicate to visitors where the church was.
 - iv. **Cutting back of Cemetery hedge:** An email had been received from the PCC asking if this hedge could be cut back Cllr Dorling advised as soon as the large multi stemmed field Maple tree is removed, as advised by the tree surgeon report, the contractors will be asked to cut

back the hedge to allow the use of the full width of the path. The clerk to inform the PCC.

- v. Letter received from resident in regards re-planting of trees advised to be felled by tree report:** *Cllr Dorling explained the memorial tree which was due to be felled was still alive and would be simply tidied and monitored. The plaque had been identified and will be cleaned and put back. North side of cemetery one tree to be felled as dead, the plaque to be moved to a tree near-by. East side of the cemetery a birch tree to be felled as it was dead. Cllr Dorling suggested a site could be found within the village for memorial trees. To place on next agenda. A brief discussion took place on the current capacity of the lawn cemetery, it was felt there was one further row available.*

- 7. To consider D-Day 80 6 June 2024 Beacon & Commemoration:** *Cllr Sidebotham reported she had asked The Fox Public House if they were thinking of or are interested in having a commemoration, possibly with a beacon. The landlord advised nothing in place currently but were happy to hold an event. Council discussed the clerk to find out the cost of a beacon. To place on next agenda.*
 - 8. To consider Bi-Annual Risk Assessment:** *The risk assessment had been circulated to Councillors prior to the meeting. The Clerk advised on the last check of the defibrillators in the village on 15 September, the battery in the defib at the Water Mill has approximately a third left. A new battery is £238.50 + VAT-£286.20 Council discussed and agreed the Clerk to purchase a new battery when necessary. Cllr Berry advised the kiosk in Grimstone End the notices within it were out of date. Cllr Berry was happy to clear and add any notices when necessary.*
 - 9. To consider grant to PVH & PFA towards CCTV at The Pavilion:** *Following vandalism at The Pavilion PVH & PFA had been advised to instal CCTV. Council discussed Cllr Speed advised he had offered some monies towards the cameras. Cllr Berry had attended the PVH & PFA committee meetings and they have erected lighting and it appears they have installed CCTV. Cllr Berry stated the PVH & PFA are now looking at works at replacing/renovating the Pavilion, Council discussed and agreed to start earmarking some monies towards the works at the Pavilion. Cllr Berry confirmed the childrens play equipment were now being installed.*
 - 10. To consider request to erect greenhouse/shed/chicken wire at Plot A:** *The Clerk advised the new tenant at Plot A had made this request, Council discussed and agreed they were happy for the tenant to erect a small shed no bigger than 6' x 4' however they were all in agreement no greenhouse or chicken wire to be installed. The clerk to inform the tenant.*
 - 11. Correspondence circulated:**

 - i. SALC ebulletins, West Suffolk Council community chest funding forwarded to PVH & PFA, Publication of the**
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Inspectors' Report on the Examination of the Babergh/Mid Suffolk Joint Local Plan 2018 – 2037 received: Noted and Green Ixworth on Copart at Stanton: Noted

ii. Residents communications:

- **Access/Parking issue:** Cllr Sidebotham advised a resident of River Close had asked if signage could be erected showing residents only parking. It was also asked if white lines could be added to the road outside the entrance to River Close to stop vehicles obstructing access. Council discussed Cllr Speed advised he would be happy to pay for the signage. Council discussed and agreed the clerk to get a price for a sign 'Residents Only Parking' to advise Cllr Speed and purchase. Cllr Bagnell was happy to install once purchased. Cllr Speed to take forward to Cllr Hopfensperger the request for white lines at the entrance of River Close.
- **Sizewell Inclusion meeting to call an extra meeting if before the September meeting:** Noted
- **To consider the planting of trees to replace those felled following recommendations made in tree report:** Discussed in item 6 above.
- **Hedge next to allotment:** Response from householders they have had a contractor out to assess the hedge and will cut the top back when they are able to as it is costly however if the parish council wishes to cut back the hedge on the allotment side they are happy for this to be done.
- **Flying club may be interested in acquiring land in the parish of Pakenham:** No further information has been received.
- **Request to cut back cemetery hedge:** Discussed in item 6iv.
- **Parking at the village hall:** This has been forwarded to the PVH & PFA

12. Planning Applications to comment: None Received

i. Applications determined by Planning Authority

- DC/23/0117/FUL Oak Farm, Pakenham Road: Approved 18.5.23
- DC/23/0266/FUL Oak Farm, Pakenham Road: Approved 12.5.23
- DC/23/0739/HH Stanley Lodge, Fen Road: Approved 11.7.23
- DC/23/0964/HH Osier Holt, Fen Road: Withdrawn 4.8.23

ii. Access constructed Fen Road: An update had been received from the Enforcement Officer at West Suffolk Council: They have looked into this and been in contact with the relevant land owners, it has been confirmed that it was an existing access which was left to overgrow by the previous land owner, we have been provided evidence to show this, it has also been stated that there are similar accesses along the hedge row which could be opened up. From a planning perspective these are existing and we are unable to take any action. Council discussed Cllr Palfrey advised the access ditch had been concreted

up to road level. The clerk was asked to send this information to the enforcement officer and to also ask if the parish council could be advised of the evidence received.

- 13. Finance Report:** The second quarter against budget had been circulated to Councillors prior to the meeting. Bank balances the deposit account at 1 May 2023 £16,690.87 the current account had a cleared balance at 31 August 2023 of £10,588.25 which included receipt of £405 for reservation of cemetery Plot F17. The uncleared balance of the current account includes one unrepresented cheque of £72 and the invoices on the agenda to give a total of £8,614.54. Cllr Sidebotham reviewed and signed the bank statements and invoices.

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

- i. **Weekly Inspections six monthly payment:** A cheque no: 1785 was raised for £75
- ii. **M & TJ's May grass cuts July & August inv: 15022 & 15058 £720:** A cheque no: 1786 was raised for £720
- iii. **S. Brown 2nd quarter salary & expenses:** A cheque no: 1787 was raised for £843.40
- iv. **HMRC payment £181.40:** A cheque no: 1788 was raised for £181.40
- v. **West Suffolk Council election expenses £81.91:** A cheque no: 1789 was raised for £81.91

Councillors' reports and items for future agenda: No further reports or items for future agenda.

Date of next meeting: The date of the next scheduled meeting was confirmed as Thursday, 19th October 2023 at 7.30pm in the Village Hall. Cllr Speed gave his apologies for the next meeting.

There being no further business the meeting was closed at 8.45pm
