

INGHAM PARISH COUNCIL

Chairman: Mr. Adrian Dawson
Clerk: Mrs. Michelle Thompson
16 Klondyke Cottages, Bury St Edmunds

Minutes of the Parish Council Virtual Meeting of Ingham Parish Council held on Tuesday 28th July 2020

Present: Cllr A Dawson (Chair), Cllr.F.Stennett,
Cllr. M. Kovacic – Graham, Cllr. L. Anslow Cllr. H. Ellis
Michelle Thompson (Clerk)

Democratic ½ Hour – Public Question Time:- Due to Covid 19. Members of the Public were invited to email their questions to the Parish Council on any particular Agenda item. There were no members of the public who sent in emails

Due to the resignation of Cllr. Pyke we now have one Parish Councillor vacancy. West Suffolk Council had been notified and we are glad to welcome Cllr. Hannah Ellis on to our Parish Council.

Suffolk County Council Report – Cllr Hopfensperger (*See attached*)

Borough Councillors Report – Cllr Glossop provided the Parish Council with some additional information (*See attached reports*)

- 1. Apologies** Cllr P. Scase and Cllr. C. Cadman,
- 2. Declaration of Interest :-** Cllr. F. Stennet Section 8 (i) and Cllr. H. Ellis Section (ii)
- 3. Dispensation** None
- 4. Minutes of Parish Meeting held 12th May 2020** - Proposed by Cllr. Kovacic - Graham and Seconded Cllr. L. Anslow that the minutes be accepted as a true record. Agreed.

Reports

Clerk's Report;

SALC have advised Parish Councils to continue to conduct their meetings remotely allowing them to postpone the deadlines for Annual Parish Meetings and both the Chairman and Vice Chairman are happy to continue in their roles. Until we are provided with further guideline meeting will continue to be held virtual.

Chairman's Signature

The Clerk reported back to the Parish Council that this year's internal Audit Report was very good; the only recommendations were making sure everything is updated on the website, changes slightly in laws each year. Due to very little personal details held by the Parish Council it was decided to not register, but will be considered on an annual basis.

6. Items for Debate and Decisions

a. Play Area

The Parish Council had been enquiring about putting down a hard surface with a softer, tarmac around the play equipment. Cllr. Stennett has been working to complete this and hopefully this will be done in the next couple of weeks.

Also, work has started to finish our football and basketball pitch, at the playground, This will be a great facility to add to the existing equipment when the surface and outer fence of the pitch are finished.

All works are under control and the lights at the back of the church are being looked into for the coming months so that come the winter it hopefully will not be too dark. This will also benefit the Play Area

West Suffolk Council have sent through instructions to lift restriction on the Play Area to use the play Area which is displayed on the website and in the play area to display what is required when people are using the play Equipment. A separate Risk Assessment to be carried out and documented.

It was suggested that a plaque should be displayed in the Playground to show appreciation for the work of "2Welham Surfing" Also the process has been put in place to apply for a locality grant from West Suffolk Council. All Agreed

- b. Highways** – Some form of grant from Suffolk Highways was being looked into to assist with the prospect of a Pedestrian Crossing in the village. Due to Covid. 19 this process had been delayed slightly. Cllr Stennett in looking into this and is going to report back and the Glasshouse have agreed to assist with the finance. A letter is to be written to Highways looking into the possibility of Planning Permission etc we now await a response.

Street Lighting

An update has been received from Richard at Suffolk Highways, and our GS39 poles should be getting sheathed and the new lights should be installed in the next 4 weeks! These are the old round lights up the street, by the church, and at the junction with Culford Road. Cllr Stennett is assisting with the correspondence.

Cllr Dawson is investigating the Speed restrictions along Culford Road as Lorries and Farm vehicles have been reported using the road. Its not sure whether the speed limits have been adhere to. This is being looked into

Chairman's Signature

c. **Lynch Gate** - this is still an on -going process and in need of some tender loving care.

7. Finance

Bank Reconciliation

Bank Reconciliations for Lloyds Parish Council and The Playground Account were all agreed
The Clerk confirmed that this account was being kept open in case more fundraising was required in the future.

Cheques were authorized for

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| Tops Garden Service (Grass Cutting) | £ 480.00 |
| Trevor Brown (internal audit report) | £100.00 |
| Michelle Thompson (Clerk's Salary) | £351.72 |
| M Kovacic – Graham (Church Wardens Leaving gift) | £ 14.00 |

(Nalc has not yet agreed the Clerk's pay increase so when they do, it will be backdated from 1st April 2020. The Council will be notified when this happens)

Internal Audit Report

The Clerk outlined to the Parish Council that due to Covid 19 the external Auditors had extended the AGAR submission date to the end of July 2020 ,and that all internal audit procedures being conducted more on a remote basis ,and anything that cannot be done through this process our internal auditor, Mr. Trevor Brown, noted in the Internal Audit Report saying due to “Covid 19.” The Internal Auditor outlined that year's AGAR 2019/20 is going to have an External Audit Report as well. This is due to the fact that our Income and Expenditure was more than £25,000 therefore, making the variance figures over 15% different than 2018/19 (expenditure on Play Area and grants and Income for Play Area) .

Chairman's Signature

8. Planning Applications

(i) Application SCC/0046/20SE

Land at The Folly
Ingham
Culford
IP28 6TY

No objection from the Parish Council

(ii) DC/20/1074/OUT

Outline Planning Application (all matters reserved)
1no Dwelling (previous application DC/20/1073/OUT)
9 Glebe Close
Ingham
Ms Mairead Geaney

The Parish Council felt that this planning Application was wholly inappropriate and felt that this location is not suitable for a further dwelling to be built and that the objection had been submitted.

9 Clerks Report on Urgent Decisions From Last Meeting:-

The Clerk had reported no outstanding issues as all everything has been addressed earlier in the minutes

10. Correspondence

There was no correspondence

11. Councillors' Reports and Items for Future Agenda

Vouchers for the Volunteers in the helping with Ingham Community Scheme

12. Date of Next Meeting:- Tuesday 22nd September 2020

The Meeting closed at 8.15 pm

Chairman's Signature