

MINUTES OF A MEETING OF THE SWEFLING PARISH COUNCIL
09 February 2021 (Virtual Meeting)
7.30-8.10 pm

PRESENT: Cllr John Stanley in the Chair (**Chair**)

COUNCILLORS: Prof. John Tesh (**JT**), Julia Kinsey (**JK**), Jude Chin (**JC**) and Annie Rogers (**AC**). County Councillor Steven Burroughes (**SB**) and District Councillor Maurice Cook (**MC**) were also present.

IN ATTENDANCE: Michael Smithson, Clerk to the Council (**Clerk**). Members of the public Jill Abbott (**JA**) and Monica Petzel (**MP**).

APOLOGIES: Apologies for absence were received and accepted from Cllrs Audrey Lummis, on account of her inability to access the meeting and Martin Wyard, on account of pressing business commitments.

1. **CHAIRPERSON:** The Chair was duly appointed and chaired the meeting throughout.

2. **NOTICES AND QUORUM:**

The Chair confirmed that proper notice of the meeting had been given and declared that there was a quorum.

3. **DECLARATIONS OF INTEREST/DISPENSATION:**

There was to be a further discussion in relation to the village website and as Adrian Kinsey (**AK**) (Cllr Julia Kinsey's husband) had incurred expenditure, which would need to be addressed, by the meeting, at the request of the Clerk, Cllr Kinsey (**JK**) verbally declared a pecuniary interest in relation to outstanding sums due to AK. JK would therefore be excluded from that part of the meeting (by leaving the virtual room), relating to that item of business.

4. **MINUTES:**

Minutes of the two previous meetings held respectively on 12th and 29th January having been circulated to the Councillors prior to the meeting, were approved as drawn and the Chair was authorised to sign the same as a true record.

5. **BUSINESS OF THE MEETING:**

a. **Public Forum:**

- i. The following documents (copies annexed) had been circulated prior to the meeting and were taken as read. Namely
 1. Report of Cllr MC
 2. Report of Cllr SB
 3. Bank Reconciliation made up to 31 January 2021;
 4. cashbook made up for the year to 31 January 2021;



5. copy of precept application dated 29.01.2021
6. Village Memorial Bench Report;
7. Spreadsheet re Website costs;
8. Extracts from ESC Planning Portal;
9. Letter from Sizewell C, re junction of A12 and B11119.
Together, **(the Documents)**.

b. Report from SB

- i. SB referred to his written report and expanded by reporting specifically on the following additional matters of importance, namely:

1. The county in common with the rest of the UK remains in lockdown. This state of affairs has highlighted the importance of rural residents having access good internet services, as to which the County Council would be looking at ways of improving the situation.
2. During the current snowfall apart from Covid-19 considerations, it was imperative SB reminded the meeting, that no one should travel unless absolutely necessary.
3. Some discussion took place involving both JS and JC concerning the voluntary help provided historically by Henry Gooch and John Larter local farmers/contractors, in keeping the roads clear. To avoid any liability claims arising out of any inadvertent damage to road surfaces, S B advised that local farmers/contractors should be encouraged to apply to the County for authorisation and cover under the County Council's relevant insurance policies. The clerk was instructed to look into the scheme further.
4. There is currently available on loan a limited number of mobile phones and tablets to assist the elderly and vulnerable unable otherwise to access such technology. This scheme will help such persons in keeping in touch with family and friends
5. SB briefly mentioned the Home to School travel policy further details of which are set out in his written report.
6. Steps were being introduced soon to improve nature and extent of recycling within the County.



7. The County Council's budget would see a 4% increase this coming year.

c. Report from MC.

i. MC referred to his written report and expanded it as follows:

1. Norse is suspending waste collection services on account of the snowfall. M C will advise further when the situation clarifies.
2. Plans are advanced for a more comprehensive waste management systems in the future to include provisions for customers to have separate recycling receptacles for additional categories including food, paper and glass waste.
3. There would be a nil increase in rates for the District Council due in large part to Central Government support but also on account of the fact that 'Reserves' would be tapped (...."now is the rainy day"...). Funds of approximately £66m had already been defrayed to businesses and in the current round of funding £14m fortnightly would be available.

ii. The chair thanked both Councillors for their valuable input.

6. FINANCE; As set out in the circulated Bank reconciliation . There were no questions. Current funds were stated as being in the aggregate £4451.87

7. QUESTIONS TO THE CHAIR AND VILLAGE MATTERS:

a. **Broadband:** The Chair made comment as to the very slow broadband delivery both district and county wide as to which SB acknowledged that there were issues. On the other he also mentioned the large number of laptops which had been distributed to children. Suffice to say County is aware of the position and attempting to improve it. JT mentioned that Fram Broadband might improve the service, but it was generally acknowledged that getting fibre optic broadband was probably going to continue to be a struggle for the time being.

b. **Website:** The clerk reported that was in touch with Adrian Kinsey, who had offered, free of cost to the Council, to give the Clerk access to the existing website and also provide some basic training on its operation. MP had also kindly been in touch with the Clerk and was been helpful. In the provision of advice and ideas. The general view of the meeting was that the original "sweffling.com " website should be retained for

the time being with a view to initially limiting its function to fulfilment of the Council's statutory obligations, plus the posting of the local magazine "The Bridge". JC stated that is imperative that the Council should retain both control and ownership of the "sweffling.com" website. Notwithstanding this point the Clerk confirmed that he would willingly work with MP in order to achieve a synergy between "sweffling.com" and the "sweffling.life" a website owned and operated by MP.

- c. The current **Village Project**, namely the acquisition and installation of a memorial bench, was making progress and a short report prepared by the Clerk, having been circulated prior to the meeting was referred to. Current estimates vary between approximately £800-£1400. JT thought that it would be worth attempting to obtain a quote through White House Farm, as a number of local craftsman rented space there or had connections with the owner Jason Gaythorne-Hardy. The project has been under discussion off and on since 2016. The Clerk was tasked accordingly It was generally agreed that the finished bench should incorporate plaques or carvings in either case representing the names of persons recently deceased and thought to have made a significant contribution to the village should be recorded. MC indicated that was possible that a contribution towards the cost might be available from the District Council and forwarded an application form to the Clerk electronically there and then for the Clerk to complete. Further funding might be available from Keith [Goodman?]'s widow Jo, might be forthcoming. Member of the public, JA, offered to make an approach.
- d. The Chair mention that he become aware of a need for a small child's swing to be available at the Jubilee field. Only two swings for older children are currently available and it was thought that steps might be taken to swap out one of those two swings and replace it with a small child's swing with a protective cradle type seating was what was needed. Such swings had been recently installed at the children's play area at Bruisyard and so advice and guidance might be available from there. There was no resolution at this stage to take matters further.
- e. LM raised some incidents of bad driving on the B1119. Within the last six months three accidents have been reported in the area of the bends within the 30-mph restricted zone N.W of the "Sweffling White Horse". The Chair confirmed that he had taking matters up with the Highways Authority, but the Authority's response had been to the effect that, each separate incident was caused by bad driving rather than the layout or



design of the road. It was however felt that if a second 30 mph road sign would be erected opposite the existing this might have an overall beneficial effect and the Chair confirmed that he would look into it further. The introduction of flashing speed read-off sign recording actual speed it was thought might also have a preventative effect. SB indicated that if he might be provided with more detail that he would take up the problem with the Authority. It was therefore unanimously **RESOLVED** to place the issue onto the Agenda for the March meeting.

- f. The Chair reported having received an email from local resident Robert Rusack who is concerned about the accessibility of local public footpaths(s). As it had already been recorded by the meeting that some gratitude was due to local farmers/contractors or keeping the roads open during the snowy conditions it might be imprudent to be too blunt. Instead, in the event problems persisting or in the case of any new problems arising then the Chair or the Clerk would certainly make an initial informal approach by way of an initial telephone call. Formal action would follow in the event of any continuing or serious breach of law. The Clerk suggested that it would be helpful to have a local footpaths map coloured up to identify all relevant landowners and contractors responsible for each field within the Parish through which a public footpath passes. This should make contact swifter. It was unanimously **RESOLVED** that the Clerk should deal with this
- g. Members of the public LM and JA drew the attention of the meeting to the Saxmundham based Good Neighbour scheme (IP17) which had made available a number of treat/goodie bags for distribution to the lonely and/venerable. A large poster was available, but it would be too large for the Notice Board. A smaller version would be sought and delivered to the Clerk for posting on the Board. Further public notice might be given via the Parish Council and MP's website. Unfortunately, the Clerk said that he would not be able to make any data available from the Register of Electors, but the Council was otherwise keen to encourage the scheme.
- h. The Chair thought that the Council might incorporate a database of names and addresses with contact details on via the MailChimp web platform, for future use by the Council subject always to GDPR and Data Protection Act compliance, which the Clerk agreed to look into and advise.



- i. LM also thought it would be really beneficial to the well-being of the village if, once Covid-19 restrictions allow the historic Field Dance might be revived. LM gave some background which JT augmented.
- j. The final matter related to AK and therefore JK withdrew from the meeting which then concluded its business in her absence. A spreadsheet of expenses incurred by AK having been circulated and AK having indicated as a gesture to accept the equivalent of 50% of the total cost of £522.76 i.e., £261.38, although a further month's hosting may now need to be added. It was unanimously **RESOLVED** that a cheque for the proper amount should be drawn in favour of AK and sent to him with a note recording the Council's appreciation for his good work and generosity.

8. CORRESPONDENCE:

- a. The Clerk having received and circulated a response to the complaint made by the Council to Flagship Group Limited it was unanimously **RESOLVED** that the Clerk be instructed to respond to Flagship, firstly thanking flagship for its detailed reply and offer to provide copy records but denying any responsibility otherwise than at Flagship's door for the discharge of untreated sewage. The Clerk now has a direct avenue to Flagship at a senior level for obtaining a quick resolution to any future problems.
- b. A letter of thanks has been sent to the Council's previous Clerk and this had been circulated.
- c. An email thanking Marie and Mark at the "Sweffling White Horse " had also be sent by the Clerk thanking them for their help in co-ordinating an informal good neighbour response in coordinating a response for assisting vulnerable and other villagers.

9. ACTIONS:

Action and para. ref.	Responsible person(s)	Deadline
5.b.1.3. Further investigation as to County scheme for insurance cover for road clearance volunteers	Clerk	Before March meeting
7. b) Approach to be made to Jason Gaythorne Hardy re proposed Memorial Bench manufacture.	Clerk	Before March meeting


7. (c) Approach to be made to Jo Godman, for possible contribution for cost of memorial Bench.	Jill Abbott	Before March meeting
7.e) report of road traffic problems on B1119 to be sent to SB.	Chair	Before March meeting
7. f) Village Public Footpaths map with owner I.D. and contact details	Clerk	Before March meeting
7. g) Posting A4 poster on Village Notice Board	Clerk	ASAP
7. h) Report on setting up MailChimp Database for villagers for proposed Emergency Plan etc..	Clerk	Before March meeting
8. Response letter to Flagship Group	Clerk	Before March meeting

10. NEXT MEETING:

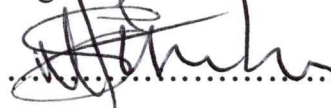
The date and time for the next virtual meeting is Tuesday 09 March 2021 at 7.30 pm.

The meeting closed by the Chair at 8.10 pm.

Signed John Stanley, Chair

.....Date.....09/03.....2021

Signed Michael Smithson, Clerk

.....Date.....09/03/.....2021

SWEFLING PARISH COUNCIL
BANK RECONCILIATION AS AT 31ST DECEMBER 2021
Bank statements

Barclays Premium Account

Cash at bank as per statement dated 2 nd January 2020	4451.87
Plus cheques received and not yet banked	0
Less unpresented cheques	0

Sub-total

Barclays Business Account

Cash at bank as per statement dated 23 rd December 2019	
Plus cheques received and not yet banked	
Less unpresented cheques	

Total

Cashbook

Barclays Business Account

Opening balance as at 1 st October 2019	£1,505.55
Plus receipts	0
Less Payments	17.99

Sub-total

Barclays Premium Account

Opening Balance as at 1 st October 2019	4451.87
Plus receipts	0
less payments	0

Total

Difference

Clerk/RFO Maureen Philpot – Signed

Chair – Cllr John Stanley – Signed

4451.87

£1,487.56

£4,451.87

£0.00

Date 09/02/2021

Date 09/02/2021