

MINUTES OF TROSTON PARISH COUNCIL MEETING Monday 1st November 2021 7.00pm at Troston Village Hall

Present: Cllrs G Norris, P Johns, J Moffat, S Rose, B Burrridge & C.Cllr R Hopfensperger

1. **Apologies for absence.** Cllr R Anderson & W.S. Cllr S Brown
2. Members Declarations of Interest and Dispensations:
 - 2.1 To receive declarations of interest from councillors on items on the agenda. None.
 - 2.2 To receive written requests for dispensations for disclosable pecuniary interests. None.
 - 2.3 To grant dispensations as appropriate under Section 33 of the Localism Act. None.
3. **Minutes** The minutes of the Monday 6th September 2021 Parish Council meeting agreed and approved as a correct record.
4. Report from RAF Honington:

The following report was received, via email from Sqn Ldr Mark Fixter:
27 Sqn now formally disbanded so one less RAF Regiment Field Squadron here.
RAF Honington working flat out across all areas with Trg throughput at a high level. Nil sig activity for the local population to be aware of other than new engagement with Suffolk Constabulary for Road Safety/Speeding in the immediate vicinity of the Camp which will be noticeable to locals as well as Service Community – i.e. real police = real speeding tickets.
We have an annual visit by members of the Armed Forces Parliamentary scheme and a VIP Graduation attendance incl LL before Xmas.
5. Meeting open for questions from the public
Cllr Norris has been included in correspondence about the local bus service about stopping in Little Livermere. Troston Parish Council would support this request.
We would like to get a copy of The Book, which tells the history of Troston, on the website. Unfortunately, in its current format, it is too large to upload. Cllr Burrridge is going to see if the document is available in a different format. **Action Cllr Burrridge**
A request for a 'no through road' sign for Common Lane was discussed. It was agreed that we would ask Cllr Hopfensperger if she can arrange this.
It was reported that some of the footway edges in the village have weeds growing up. The Parish Council will keep an eye on the situation.
6. Report from County Councillor: R Hopfensperger.
To include update on report for works to Ixworth Road. Cllr Hopfensperger reported that the Officers at SCC are still looking at options and she has asked these options are shared with her and that they provide a rough estimate of costs.
Results from speed survey at the entrance to the playing field. Cllr Hopfensperger reported that this will be carried out before the end of November.
A litter pick was discussed. It was felt, rather than organise a village event, that local residents should be encouraged to look after their own areas. The Parish Council will look at purchasing their own litter picking equipment, to be stored at the village hall. Cllr Hopfensperger said she would be happy to fund this.
Suffolk County Council Electoral Review: Final Recommendations
The final recommendations, by the Boundary review, have been published for Suffolk County Council. This sees Great Livermere and Troston being moved from the Thingoe North ward into the Brandon ward. This is very disappointing but as there is no right of appeal, we will have to do our best to work within this new ward.

The response from SCC regarding flooding at Paddock Way was felt to be less than acceptable. It would appear that the issue of water travelling down to the property effected in the close is due, in some considerable way, by the camber of the road. Although it was acknowledged that building up the kerb at the property would be beneficial it was felt that SCC need to take some responsibility for the problem. Cllr Hopfensperger will re-visit this issue with SCC highway officers.

Action Cllr Hopfensperger/ Clerk

7. Report from B. Councillor: S. Brown

Cllr Brown was unable to attend the meeting and sent his apologies.

8. Finance.

8.1 The following accounts were confirmed/approved for payments.

Vicki Gay	administration office	£74.96
Tramar	Grass cutting/Playing Field	£587.50
Tramar	Grass cutting/Playing Field	£600.00
Kallkwik	Newsletter	£54.72
SALC	Training	£30.00
BHIB	insurance	£531.23
BT	BT	£35.99
Community Action Suffolk	Website	£36.00
Various	administration office	£601.28
Tramar	Grass cutting	£300.00

8.2 Bank reconciliation and accounts update.

The Clerk provided a bank reconciliation, schedule of payments and budget report.

8.3 Budget and budget meeting.

The working party budget meeting was confirmed as Monday 15th November, 7.00pm, via Zoom.

9 Play Area to include:

9.1 update on installation of new equipment in children's play area.

The Clerk is arranging for Tramar to supply the balance beams and install both the beams and the lilies in the play area. The total cost is £1327.24 compared to £5662.64 quoted by Kompan. The lilies will be sent directly to Tramar.

9.2 To discuss tree planting event.

The tree planting event is booked for Sunday 12th December, starting at 10.am It was confirmed that we would like 3 fruit trees and that we would be happy for Sicon to advise on the type.

9.3 Installation of new fence

The new gate has been installed. Concerns were raised about the protruding top bolts. The Clerk will speak to Tramar about have the bolts cut off.

Action Clerk

10. Village Maintenance/matters

10.1 Parking Concerns, To discuss options to help with the problem of parking in the village.

It was agreed that we would purchase an A frame 'no parking sign' for outside the pub. It is dangerous to park there and the sign would reflect this concern.

Action Clerk

10.2 Passing places on Ixworth Road, update on progress.

See under item 6, Cllr Hopfensperger's report.

10.3 Emergency Plan, to review work so far.

The Clerk had prepared a document for consideration. There was some discussion about the need for such an in-depth document. This was in part based on the fact that West Suffolk carried out an exercise, and produced their own document, about the suitability of the village hall as a rest centre, to be used in the event of an emergency. It was acknowledged that this was a West Suffolk Council document and not a parish document. The Councillors will take some time to review the document. In the meantime the Chairman will check the list of volunteers to see if they are still able to help out if the event of an emergency.

Action Cllr Norris

10.4 Overgrown trees, Livermere Road.

The overhead cables are not UK Power network but are in fact telephone wires. The Clerk has reported this to Open reach. They have responded to say someone will be in touch. This has been reported to them twice now. Concerns were still expressed about a branch falling into the road. The Clerk will continue to pursue this. In addition, the trees, at the entrance to Paddock Way are still a cause for concern. They appear to be diseased. The Clerk has reported this and will chase the matter up.

Action Clerk

10.5 To discuss ongoing maintenance of Troston Woods.

Cllr Moffat has offered to take on the role of officer for Troston woods. He noted that some works needs to be carried out. This would include cleaning the tables and cutting back the holly. Cllr Norris will include a piece in the next newsletter asking if anyone would be willing to help out. Both Cllr Norris and Johns said they would help Cllr Moffat if he needed it. Cllr Moffat will also have a look to see if there are any bigger jobs that may involve employing a contractor, so he can inform the Parish Council at the upcoming finance meeting.

Action Cllrs Moffat, Norris & Johns.

10.6 To discuss option for a permissive path to Gt Livermere.

This item was on the agenda for discussion at the Troston Farms meeting. At the time of the Parish Council meeting there had been no correspondence regarding the outcome of our request.

10.7 Flooding, Paddock Way update.

See under item 6, Cllr Hopfensperger's report.

10.8 Village Hall update.

The Village Hall are funding the first 6 sessions for a new Pilates class. The hall was used recently for a funeral for a local resident and for a funding raising event by a young girl. All the maintenance testing has been done. The bowls club is closing. The equipment will be stored in the village hall shed for future use if anyone wished to start it up again. The bushes at the side of the hall have been cleared and the bins placed there. This frees up some of the patio area at the front. This area at the front will be used as a café area. A low fence will be put up between the patio area and the car park.

11. GDPR

Update on our responsibilities under the General Data Protection Regulations (GDPR)

The Clerk clarified that Data protection legislation does not prohibit the collection and sharing of personal data – it provides a framework where personal data can be used with confidence that individuals' privacy rights are respected. The General Data Protection Regulation (GDPR) is a Europe-wide law that replaces the Data Protection Act 1998 in the UK. It includes the Data Protection Act 2018 (DPA 2018). The GDPR sets out requirements for how organisations like Parish Councils need to handle personal data. The Regulations came into force on 25th May 2018. Under the GDPR, the Parish Council is both a Data Controller and a Data Processor. As a Data Controller, we must provide Privacy Notices explaining to individuals how their data will be

used and what rights they have. The Clerk provided the Parish Councils with a number of documents for consideration and adoption. This item will go on the next agenda for further discussion.

Action All

12. Lottery

To discuss the future of the village lottery.

The Cllr Burridge has still be unable to secure a copy of the licence, although West Suffolk Council have taken payment for it. Due to the ongoing Covid situation, it was agreed that it was not appropriate to go door to door at the moment. This item will go on the next agenda and we need to make sure we get a copy of the licence for our files.

Action Clerk

13. Planning

None received.

14. Councillors reports and items for future agendas.

14.1 Councillors roles. It was agreed to include this as an agenda item for the next meeting.

Action Clerk

14.2 Managing Conflict, the Chairman and Clerk have both booked on for this training.

14.3 The Clerk was asked to write to Troston Farms for an update on our request for a permissive path from Troston to Gt Livermere and to enquire about using, again, the tennis courts in the village.

Action Clerk

The Parish Council are happy to pay for a Christmas tree, for the village, again this year.

Action Clerk

15. Correspondence for information

15.1 PCC consultation on new Police and Crime Plan

The draft Police and Crime plan is now out for public consultation before being presented to the Police and Crime Panel in January. Comment can be made on line. The Clerk has circulated the email containing the link.

15.2 SCC, Lorry Route Map Review in Suffolk

Suffolk County Council is undertaking a review of recommended lorry routes across the county. The review is formed of two parts: a technical review of routes and a community-led review of issues on lorry routes. Comments can be made following this link.

<https://forms.office.com/r/EXa8fHbhAr> This information has been circulated.

A working party budget meeting will be held, via zoom 15th November 2021

16. Date for next meetings. 10th January 2022

17 To consider the exclusion of the public and press in the public interest for consideration of the following items: 17.1 Personnel Issues. None. 17.2 Legal Issues. None