

Present: Cllrs: S Rose, P Riddick, D Pugson, J Moffat, D. Bilverstone & C. Cllr R Hopfensperger

**1. Apologies for absence**

Apologies were received from Cllr P Walton & D Cllr A Speed.

**2. Co-option of new parish Councillor**

Diana Bilverstone was co-opted on to the Parish Council as a new member. The Clerk will send the relevant paperwork to West Suffolk Council. **Action Clerk**

**3. Members Declarations of Interest and Dispensations:**

3.1 To receive declarations of interest from Councillors on items on the agenda. None.

3.2 To receive written requests for dispensations for disclosable pecuniary interests. None.

3.3 To grant dispensations as appropriate under Section 33 of the Localism Act. None.

**4. Minutes** The minutes of the Parish Council meeting held on Tuesday 4<sup>th</sup> July 2023 were agreed and approved as a correct record.

**5. Report from RAF Honington:**

To receive any update on RAF Families Day

Sqn Ldr Mark Fixter was unable to attend the meeting but sent the following report:

RAF Honington hopes those who came along to Families Day enjoyed themselves - prob our biggest overall attendance for some years.

Local flying activity forewarned has not happened yet due to weather and taskings elsewhere, but we still hope to see some between now and end of next week.

Cllr Riddick, who attended the event, said it was a good day and very well attended.

Sqn Ldr Mark Fixter is leaving the service but hopes to get to a meeting before he finishes.

A request, to be included on the RAF speed watch locations, was sent through to the coordinator at RAF Honington.

**6. Meeting open for questions from the public** It is politely requested that this session does not exceed 15 minutes in total. 3 members in attendance.

**7. Report from County Councillor:** R Hopfensperger.

The possibility of signage at the playing field entrance was discussed. The Councillors agreed they would like some signage here. Cllr Hopfensperger will look at what sort of signage would be recomened in that area. **Action Cllr Hopfensperger**

The passing places on Ixworth Road were discussed. It was agreed that the potholes and edge of road defects are reported on the SCC Highways reporting tool and that the report number is forwarded to Cllr Hopfensperger so that she can ask SCC Engineer, Andrew Moore to have a look and give his opinion. Concerns have been raised over footway weeds. As above this will be report and the deals sent to Cllr Hopfensperger. The condition of the road, by the new development on Livermere Road, has been raised as a concern previously. The Clerk contacted West Suffolk Council as this was felt to be conected to the new development but they felt it was a highway matter. The Clerk will report this on the SCC Highways reporting tool, send details to Cllr Hopfensperger, who will ask Andrew Moore to inspect and report back.

**Action Cllr Hopfensperger/Clerk**

## 8. Report from B. Councillor: A Speed

To receive any update on previously agreed grants from WSC. Cllr Speed was unable to attend the meeting.

## 9. Finance

9.1 To note and agree payments/income.

Lottery	Lottery	£50.00
Lottery	Lottery	£25.00
Lottery	Lottery	£15.00
Lottery	Lottery	£50.00
Lottery	Lottery	£25.00
Lottery	Lottery	£15.00
Lottery	Lottery	£50.00
Lottery	Lottery	£25.00
Lottery	Lottery	£15.00
Lottery	Lottery	£50.00
Lottery	Lottery	£25.00
Lottery	Lottery	£15.00
BT	BT	£35.99
ICo	GDPR	£35.00
BT	BT	£35.99
SALC	Training	£72.00
West Suffolk	Election	£81.91
Kalkwik	Newsletter	£41.04
Various	administration office	£720.78

9.2 Bank reconciliation, budget report and accounts update.

The Clerk provided an up-to-date bank reconciliation, schedule of payments and budget report.

9.3 To note request from Unity Bank to comply with FSCS eligibility.

The Clerk has provided Unity Bank with the information they require to comply with FSCS eligibility.

9.4 To agree date for budget meeting and discuss items for inclusion.

It was agreed to hold a zoom meeting to discuss the budget ahead of the November meeting. This will be held on Monday 30<sup>th</sup> October at 7pm.

**Action Clerk**

**10. Play Area** to include:

10.1 To discuss the extent of the boundary on the Playing Field.

The Clerk provided a Land Registry Map showing the extent of the playing field boundary. In anticipation of erecting a new post and rail fence, where there is a gap, the Clerk will write to the householder whose property backs on to this area to confirm that our understanding of the boundary is the same as theirs.

**Action Clerk**

10.2 To confirm position and required works to wildlife area, including dates for a working party. Following our site meeting below is an action plan for a wildflower area on the Playing field.

### Wildflower area, Playing Field

The area behind the new fence, adjacent to the children's play area has been confirmed as the first area we would be working on.

We will work on strimming the area, to clear it in September/October. Leaving it until later in the year should mean that we don't have to keep doing it. Will we ask, via Facebook, the website and posters, for volunteers to help with this clearing. Stinging nettles that re-appear can be picked out. In November we will plant 'whips' to form a mixed native hedge, along the fence line, leaving a gap for the gate. Peter Kerry will supply these whips at cost. The area in front of these will be planted with wildflower seed, to include a high percentage of Yellow Rattle. Peter Kerry will source this for us, we need to budget for a potential cost for this.

We will start with this area and possibly extend the area in the future.

A date for these works was agreed as Saturday 23<sup>rd</sup> September at 10 am. This will be advertised via posters, which Cllr Bilverstone will laminate and put up, it will also be advertised on Facebook, Nextdoor and the Parish Council website.

**Action All**

10.3 Play area report, to note any actions.

It was reported that the play area needs a close cut and weeds, thistles and nettles need dealing with, including on the slide mound. There are what looks like small nettles growing up the side of the rail carriage. Cllr Riddick will check to ensure these works, and other associated grass maintenance works are done.

**Action Cllr Riddick**

The soft asphalt around the roundabout has in one place detached from the substrate, at that point it is about one inch below the rest of the circle so that it rises and falls. There are concerns that it won't be long before it breaks up. The Clerk will contact a contractor to ask for advice and a price for any repairs.

**Action Clerk**

The shakes have again opened up on one of the walking planks leaving a sharp edge with a possible chance of splinter in its current condition. A local resident, present at the meeting, will inspect the equipment and see if he is able to conduct a repair. They will report back to the Clerk.

**Action Clerk**

10.4 To consider a Public Spaces Protection Order, for the play area and meadow.

The Parish Council would like to apply for a Public Spaces Protection Order for the children's play area. This will exclude dogs from this area. The Clerk will follow this up. It was noted that dog fouling was an offence in all open spaces in West Suffolk and a fine of £80 could be issued.

**Action Clerk**

11.5 To discuss works required to play area access gates.

Action for Play area gate. It was agreed to purchase a 'Please Close the Gate' sign for the children's play area gate.

**Action Clerk**

## **11. Village Maintenance/matters**

11.1 To discuss works at Troston Woods

Following our site meeting below is an action plan for works to Troston woods.

The Ivy on various trees will be cut at the bottom of the tree. Brambles protruding over the paths will be cut back. The wooden structures, benches, sculptures etc. will be cleaned and oiled.

The access over the style will be cleared. A date for these works was agreed as Saturday 23<sup>rd</sup> September at 10 am. This will be advertised via posters, which Cllr Bilverstone will laminate and put up, it will also be advertised on Facebook, Nextdoor and the Parish Council website.

**Action All**

11.2 Emergency Plan, to discuss requirements going forward.

The Clerk circulated a copy of a very draft plan for consideration. There is still some work to do on this and the Councilors need to provide some information regarding local information, the Clerk will check all other information for accuracy.

**Action All**

11.3 Village Website, to discuss works to site following meeting with local resident. The Clerk met with a resident from the village to discuss how to improve the Parish Council website. It was suggested that in the first instance we collect some data about how many people visit the site and then look at what we need to do to improve it. We will be meeting again once this information has been gathered. Information gathered to inform the Emergency Plan will also be used to update the website where required. **Action Clerk**

11.4 To receive any data from the VAS device.  
Cllr Walton was unable to attend the meeting, so this item was deferred until the next meeting.

11.5 To discuss Defibrillator awareness session.  
This was a good and informative session. It was a shame that more residents of the village did not attend.

11.6 Confirmation of members registered with Webnos to carry out required checks.  
The Clerk confirmed that Cllr Riddick has been added as a reporter on the webnos site. This is in addition to Cllr Rose who normally carries out the checks.

11.7 To discuss concerns raised over overgrown hedges.  
These matters have now been resolved.

11.8 To receive any update regarding grass cutting/village maintenance.  
Cllr Riddick raised some issues with the grass cutting. It was unclear if these had now been addressed. There are still some areas of concern, and it was agreed that we would ask the grass contractor to contact us, 48 hours ahead of his visit to the village, so we could monitor the work. It was agreed that we will go out for tender again next year but that we would be more specific with our specification. **Action All**

11.9 To note procedure for items left outside clothing bank.  
It was noted there is a number on the clothing back to call if the bank is overflowing and items were being left on the floor. It was agreed to look at options for security at the plating field. The Clerk will include this on the next agenda as an item for discussion. **Action Clerk**

## **12. Village Hall report**

There was no report this month as the Village Hall Committee is undertaking a stock take.

## **13. Training**

To note Councilors Training sessions booked.  
Des Pugson has signed up for the condensed Councillor Training with SALC.

## **14. Lottery** To receive any update.

There was £507.90 paid into the Parish Council account on behalf of the lottery in March 2023. From this 4 cheques for £50, 4 Cheques for £25 and 4 Cheques for £15 were raised by the Parish council and distributed by the lottery team. It is understood there is still another draw to be made before this can be dissolved. There was no further update received. The Clerk will contact Suzy Woodward for further information ahead of the next meeting. **Action Clerk**

## **15. Planning** to also include any applications/decisions received since the agenda was posted.

15.1 To note the **approval, by West Suffolk Council** the following applications.

15.1.1 DC/23/0577/FUL Land Adjacent to Wayside Bungalow Honington Road, change of use of agricultural land to garden land (b) detached double garage.

15.1.2 Maple House Woodsdale Grove Troston, tree works, various.

15.1.3 Field House Woodsdale Grove Troston, tree works various.

15.2 To receive feedback on condition of road surface, old garage development.

West Suffolk Council feel this is an issue for Suffolk County Council, See under item 7 for more details.

**16. Councillors reports and items for future agendas.**

It was noted that there has been an issue with blocked drains in the village. Residents are reminded not to put wet wipes down the toilet and fat down the sink as these can lead to quite considerable blockages.

Cllr Pugson asked about Neighborhood Watch in the village, in particular in relation to the very faded sign in the village. Cllr Pugson will investigate this matter further. **Action Cllr Pugson**

Cllr Moffat is following up on trees available from The Tree Council and has made an expression of interest in the project to use thermal imaging cameras in the village to help identify areas of heat loss for residents. **Action Cllr Moffat**

Requests have been received from residents to use the field at the top of the playing field for dog walking. This field belongs to Mr. Browning. A resident present has contact details for Mr. Browning which they will pass on to the Clerk so that she can contact him with this request.

**Action Clerk**

**17. Correspondence for action or information**

New policing model: PCC and Chief answer your questions

The way local policing is delivered in Suffolk is changing and a new county policing model goes live in December 2023. In advance of the changes, the Police and Crime Commissioner, Tim Passmore, and Chief Constable, Rachel Kearton, are hosting a series of meetings to talk through the plans with local communities and answer any questions they may have.

Meetings will be held across the county through September and October with an on-line meeting in November. All meetings start at 6.30pm and there is no need to book, just turn up on the evening. The Clerk will be attending the MID SUFFOLK session on Tuesday October 17, 2023, at the new Stowmarket Police Station, IP14 2QU **Action Clerk**

**18. Date for next meetings.** Tuesday 7<sup>th</sup> November 7pm 2023

**19. To consider the exclusion of the public and press in the public interest for consideration of the following items:**

19.1 Personnel Issues. None.

19.2 Legal Issues. None.