Sibton Parish Council

A Meeting of the Parish Council was held virtually via Zoom on Monday, January 25th 2021 at 7pm.

Present:

Cllr. A. Dale (Chair); Cllr. A. Candler (Vice-Chair); Cllr. A. Cable; Cllr. S. Lear; Cllr. R. Levett-Scrivener and Cllr. D. Sims:

Cllr. A. Candler chaired the meeting as Cllr. A. Dale and Cllr. S. Lear's Zoom Connection kept freezing and from 7-30pm they attended by telephone.

Also Present:

Paul Widdowson (Clerk) and County and District Cllr. S. Burroughes (left 8pm):

1) Apologies:

There were no apologies.

2) To receive Declarations of Interest and confirm all Members have reviewed their Declaration of Interest Forms: Councillors to declare any Pecuniary or Non-Pecuniary Interests. Members may subsequently declare an interest at any point in the meeting:

There were no declarations of interest.

3) Requests for dispensations:

There were no requests for dispensations.

4) To receive a report from the County and District Councillor:

County and District Cllr. S. Burroughes reported that much work was continuing to be done to help families isolating from Covid-19 ad he asked councillors to identify any local families who needed help and to tell the local council. He said that those isolating got a 4G mobile phone with big keys so that they can communicate with the outside world.

County and District Cllr. S. Burroughes noted that there had been much flooding and he believed that in future, Suffolk Highways and the Farmers needed to work together over flooding as the water in the fields needed good management in order to reduce unwanted flooding.

County and District Cllr. S. Burroughes said that he had requested speed surveys on the A1120 because it was needed to find out if Heavy Goods Vehicles are using the A1120 and if so – Why and whether they can go elsewhere?

It was asked if there could be an audit of broadband in the parish as Cllr. A. Candler said that the use of fibre was random in Sibton. He said that he had tried to contact BT and had got no answer. Cllr. S. Burroughes said that it had to go to top management. The Clerk was asked to put this topic on the next agenda.

5) <u>Public Session: Members of the public have fifteen minutes to ask questions on topics on the agenda.</u>

There were no members of the public at the meeting however a Peasenhall Parishioner asked to publicise an Open-Air Service at the Abbey with a picnic afterwards. He said that the date would be Sunday, August 29th 2021 but the time was to be confirmed but it would be around lunchtime.

The Peasenhall Parishioner also noted how water was coming off the land and that the Environment Agency was not keeping the rivers able to take the flood water. County and District Cllr. S. Burroughes said that the flood water then freezes on the road causing it to crack so the Council would be looking to landowners to help stop the water flooding on to the roads.

6) <u>To confirm the Minutes of the Parish Council Meeting held on November 23rd 2020.</u>

The Minutes of the Parish Council Meeting held on Monday, November 23rd were agreed with one amendment.

Proposer: Cllr. D. Sims: Seconder: Cllr. A. Cable:

7) Sizewell C:

Cllr. D. Sims said that the new Sizewell C proposals were to reduce road transport from 60% down to 40%. He said that there had been an increase in proposed trains at night and they were investigating the possibility of constructing a second jetty on Sizewell beach for the discharge of aggregates. Cllr. D. Sims reported that there had been several letters worried about the changes and asking for more community meetings. He said that Sizewell C would be talking to local communities.

Cllr. D. Sims reported that he had investigated the suggestion that Willow Marsh Lane would no longer be linked to the A12. He said that there was no plan to restrict the link between Willow Marsh Lane and the A12. He added that Suffolk County Council would also discourage Sizewell C traffic using the road. Cllr. A. Candler commented that the state of the road was not very good. Cllr. D. Sims asked County and District Cllr. S. Burroughes if the railway would be upgraded. County and District Cllr. S. Burroughes replied that it would take too long and be too expensive.

8) Highways and Speeding:

Cllr. A. Cable reported that the Sign Indicator Device (SID) was operating for two months. He said that he thought there was a problem with the battery. However Cllr. A. Cable said that he hoped that the SID would soon be put up on the A1120. The Clerk confirmed that the grant from Suffolk County Council had still not been received.

9) Planning Matters:

Proposal: Proposed single storey extension and balcony with first floor dormer access

Address: Plum Tree Farm, Dunwich Lane, Peasenhall, Saxmundham, Suffolk. IP17 2JT **Ref:** DC/21/0204/FUL

The Clerk said that he had received this planning application but unfortunately it had been received too late to be included in this Parish Council Meeting Agenda. It was agreed to consider the planning application at 7pm on Tuesday, February 9th 2021.

10) Clerk's Report, Correspondence and Donations:

The Clerk said that he had received the Precept Letter from East Suffolk Council which he read out to the Council. He said that he had tried to re-enrol Sibton Parish Council with the Pensions Regulator but he found that he was too early to re-enrol and redeclare. The Clerk reported that he had received an email from Peasenhall and Sibton Bowls and Tennis Clubs asking to use the Section 106 Money, two consultation letters regarding the Draft Historic Environment Supplementary Planning Document from East Suffolk Council and a Sizewell C Planning Change. Finally he said that he had received a letter from the Royal British Legion asking for a Donation and from a member of the Jehovah's Witness who had enclosed a Watch Tower Magazine

11) Financial Report:

a) Balances at the Bank on January 12th 2021:

Business Community Account £4434-12
Business Money Manager £6617-50

b) Receipts and Cheques for payment:

100397 Suffolk Cloud – Hosting the Parish Council Website £100-00

Proposer: Cllr. A. Cable: Seconder: Cllr. D. Sims:

12) Internet Banking:

The Clerk explained that he had visited HSBC Bank and they needed the minutes of the Meeting where the Parish Council had agreed to have Internet Banking.

13) <u>To agree Audit Arrangements:</u>

It was agreed to ask the Suffolk Association of Local Councils to internally audit the Parish Council's Accounts for 2020-2021.

Proposer: Cllr. R. Levett-Scrivener Seconder: Cllr. A. Cable:

14) To agree Council Risk Assessment Procedures:

The Parish Council Risk Assessment Procedures were agreed.

Proposer: Cllr. D. Sims: Seconder: Cllr. R. Levett-Scrivener

15) To agree Council Asset Register:

The Parish Council Asset Register was agreed with the amendment of the Sign Indicator Device plus one bracket, two batteries and one battery changer.

Proposer: Cllr. R. Levett-Scrivener Seconder: Cllr. A. Cable:

16) New Policies:

Audit and Impact Assessment

Data Consent Form

Data Protection and Information Management Policy

Procedures for Dealing with Data Breaches

Procedures for Dealing with Subject Access Requests

It was agreed that the Clerk would email these policies to the councillors so they could read them and decide at the next Parish Council Meeting in March.

17) Current Policies:

Equal Opportunities Policy

Privacy Notice for Residents

Privacy Notice for Staff and Councillors

Privacy Notice for New Councillors

It was agreed that the Clerk would email these policies to the councillors so they could read them and decide at the next Parish Council Meeting in March.

18) <u>To receive information and agenda items for the next Parish Council Meeting on March 29th 2021:</u>

It was agreed to put Broadband, the Internal Control Statement and Report and the New and Current Policies.

The Meeting ended at 8-54pm.