

# KETTLEBASTON PARISH COUNCIL

www.kettlebaston.onesuffolk.net: Email kettlebastonpc@hotmail.com: 01449 721328

## MINUTES OF A PARISH COUNCIL MEETING

Held in the village hall on SATURDAY 23 NOVEMBEREMBER 2019 at 09.00

### 1. Chairman's welcome:

(i) Councillors in attendance: Robert Butler, Chairman; June Carpenter, Graham Cranfield; Ben Flockton; Stuart Kaye; Stephen Marszal; Steve Phillips;

(ii) There were no members of the public present.

Apologies were received from County Councillor Robert Lindsay because of illness.

### 2. Declarations of Members' Interests:

(i) There were no disclosures of pecuniary or non pecuniary interest on matters for consideration at the meeting.

3. **Minutes of previous meeting:** The Minutes of the Parish Council Meeting held on 21 September 2019 (previously circulated) were agreed and accepted as a true record.

### 4. Public Forum:

#### (i) Report from County and District Councillor Robert Lindsay:

No report available.

#### (ii) Reports from Parish Councillors:

(a) **Stephen Marszal**, footpaths; some finger posts need to be repaired or replaced. Stephen agreed to contact Babergh about this.

(b) **Graham Cranfield**, village hall; there are no particular concerns.

(c) **June Carpenter**, Parochial Church Council; an advertisement has been placed to find a new vicar.

The annual Carol Service will be held on the 8 December.

#### (iii) Reports on Village Matters

(a) **Septic tank:** All work is now complete. It was funded by the Village Hall, the Church Commissioners and the owners of Old School Cottage.

Graham said that plans are in place for a 'Gents breakfast' meeting.

(b) Alex Hall has agreed to replace the church gate.

### 6. To receive updates on Village Matters:

(i) **Defibrillator Training** - Rob is planning to speak with Dr Mac Speake.

**Kettlebaston Emergency Responders:** Cllr. Steve Marszal agreed to create a list of Emergency contact numbers. All members of the parish council agreed for their names to be listed as Emergency Contacts. Councillors suggested they will contact neighbours and request if they are willing to take part in this initiative. A suggestion to place an enquiry in the Roundabout Magazine to find an approved Defib.Trainer.

**The code number for the defibrillator** is written on the notice board and on the defibrillator casing.

(ii) **Grit Bins** - Hitcham parish council have no objection for KPC to place a grit bin on Balls Hill.

(iii) Graham has submitted photographs and further information to Suffolk Highways Suffolk Highways. Rob will invite the manager of the Stud to the next meeting.

(iv) Rob said he will invite David Anderson from the Stud, to a debriefing meeting for the Music Festival.

(v) **CIL funding for Village Hall.** To be discussed at next meeting.

## **7. Finance:**

(i) The finance reconciliation for period 21 March to 31 August 2019 was circulated and accepted.

(ii) Outstanding invoices were authorised and cheques signed for payment.

(iii) The budget forecast 2020-21 was approved

(iv) The precept figure for 2020/21 was approved and the papers signed by the Chairman and Stephen Marszal

(iii) AUDIT 2109/20

- We still have not filled the vacancy for a Local Auditor, which will be necessary for this year's audit.
- The Asset register , previously circulated, was approved
- The Budget Comparisons for period 2-016-2020 wren circulated and approved
- The Internal Control Forms was circulated and approved
- The Annual Governance Statement was circulated approved

**8. Parish Clerk:** To consider any matters from items circulated and any additional matters

No further items

## **9. Planning Issues:**

(i) Update DC/17 06303 No significant issues reported

(ii) Update DC/19/04923 Site on Monks Eleigh borders with planning application for a Traveller Site. A planning meeting has been held and objections sub mitted to Babergh District Planning Office.

(ii) Review new planning applications for consideration: No further applications have been received.

## **10. Correspondence:**

(ii) To consider all correspondence coming forth (circulated) no comments received

**11. Address closing comments from Public Forum**

**12. DATE OF NEXT MEETING: SATURDAY 29 March 2020 at 09.00**

**Sylvia Watson**  
**Clerk to the Parish Council**