

**STRADISHALL PARISH COUNCIL**  
**Minutes of the meeting held on Monday 6<sup>th</sup> November 2023**

**Councillors present:** Ian Hutchinson (Chairman), Adrian Lee, Ed Hollingsworth, Jonathan Masefield, Robert Deeks, Louise Latache and Debbie Gates.

**Also present:** District councillors Karen Richardson, Marion Rushbrook, Nick Clarke and five members of public.

- 1. Acceptance of apologies for absence.**  
No apologies were received.
- 2. Declaration of Interest in items on the agenda and dispensation requests.**  
No councillors declared an interest in any items on the agenda and no dispensation requests were received.
- 3. Approval of minutes of the meeting held on Monday 6<sup>th</sup> September 2023.**  
It was resolved that the minutes were correct. The chairman then sign them.
- 4. Public session.**  
No issues were raised during the public session.
- 5. County Councillor's report.**  
Cllr Bobby Bennett spoke about the following Suffolk County Council issues:
  - Their current budget consultation.
  - Their consultation on the future of library services.
  - They have moved over to their new Highways contractor Milestone.
  - Recent flooding following Storm Babet. Suffolk County Council is carrying out an investigation into all the properties that were flooded. They are asking people to report any flooding to Suffolk County Council. Stradishall crossroads was flooded and this will be investigated as well in due course.

A question was asked about school closures during the flooding. Schools were late closing and some parents had difficulties getting their children back from school. Schools like Samuel Ward were unaware of the problems in Stradishall and there needs to be better communication with schools.

One question was asked about how we can learn from this experience. The response needs to be more co-ordinated across all the local authorities in Suffolk.

- 6. District Councillors' report.**  
A written report was received. The report is available on the Parish Council's website at:  
<http://stradishall.onesuffolk.net/about-us/meetings/meetings-reports/6th-november-2023/>
- 7. Police issues.**  
No issues were raised.
- 8. Update on list of actions agreed at the last meeting.**  
There was one outstanding councillor actions.
- 9. Finance**
  - a) Approval of any payments and signing of Schedule of Payments.**  
It was resolved that the following payments would be approved:
    - J P Kirk – expenses – LGA 1972, 2111 – **£45.41**
    - Adrian Lee Contracting Services – grass cutting – Open Spaces Act 1906, ss 9 and 10 – **£630 + VAT**
    - Adrian Lee Contracting Services – hedge cutting – Open Spaces Act 1906, ss 9 and 10 – **£175 + VAT**. Total including VAT - **£966.00**
 Jonathan Masefield and Adrian Lee signed the Schedule of Payments. The Chairman countersigned it.
  - b) Approval of payments authorised between meetings.**  
No payments were authorised between meetings.
  - c) Statement of receipts and payments made since the last meeting.**

**Receipts**

Date	Bank	Description	Total
17/09/2023	HSBC reserve account	Bank interest received	£53.22

**Payments**

Date	Minute	Description	Supplier	Total
05/09/2023	313/9a	Clerk's expenses	J Kirk	£31.33
05/09/2023	313/9a	Print cartridge 1/5	Risby Parish Council	£7.99
05/09/2023	313/9a	Election expenses	West Suffolk Council	£81.91
05/09/2023	313/9a	Scribe accounting software	Starboard Systems Ltd	£165.60
05/09/2023	313/9a	Phone costs	Risby Parish Council	£21.01
07/09/2023	297/9f	Bank charges	HSBC	£8.00
18/09/2023	297/9f	Hedge cutting	K Hutchinson & Son	£196.80
26/09/2023	313/4c	Refreshments for village tidy up	Cafe 33	£93.60
03/10/2023	297/9f	Website hosting fee	Community Action Suffolk	£60.00
07/10/2023	297/9f	Bank charges	HSBC	£8.00
Staff costs as per confidential cash book				

It was resolved that the statement of receipts and payment would be approved.

**d) Bank balances as of 25<sup>th</sup> October 2023.**

HSBC current account	£494.80
HSBC reserve account	£9,990.22
Lloyds bank current account	£1,000.00
<b>Total in Banks</b>	<b>£11,485.02</b>

Jonathan Masfield verified and signed the bank statements.

**e) Update on registering for online banking.**

This is ongoing.

**f) Budget 2024/25, reserves balance and precept request.**

The following larger amounts have been allocated in the 2024/25 budget:

- Election costs - £200.
- Village project – VAS/2<sup>nd</sup> defibrillator - £1,000
- Defibrillator maintenance- £300
- Village events - £500
- Playing field maintenance - £400

With the budget allocations, the earmarked reserves balance in 2024/25 will be:

Earmarked reserves	Balance in 2023/24	Budget transfers	Balance in 2024/25
Election costs	£1,358	£200	£1,558
Clerk and councillor training	£94	£20	£114
Playing field maintenance	£580	£400	£980
Playing field project	£1,915		£1,915
Playing field (moles)	£300	£50	£350
Village events	-£298	£500	£202
Inspection of play equipment	£612	£0	£612
Traffic Regulation Order	£2,100	£100	£2,200
Verge cutting	£100	£0	£100
Defibrillator maintenance	-£144	£300	£156
Village project- VAS/2 <sup>nd</sup> defibrillator	£1,000	£1,000	£2,000
<b>Total earmarked reserves</b>	<b>£7,616</b>	<b>£2,570</b>	<b>£10,186</b>

It was resolved that:

- The 2024/25 budget would be approved. The precept request would be £10,133. The parish council element for a band D household will be £58.38 per annum an increase from £55.08 which equates to £3.30 per annum per band D household, an increase of 5.99%.

**10. To discuss the following planning issues.**

- a) **DC/23/1639/FUL - Land Adjacent To Home Farm Barns, Edmunds Hill, Stradishall - One dwelling.** It was resolved that no objections would be made to this application but that a comment would be submitted to say that there is a potential flood risk as the barns have flooded in the past.

**11. Highways/rights of way matters/tree or transport issues.**

- a) **Update on the installation of the VAS posts in Stradishall village.**

Stradishall Parish Council has received the following update from Suffolk County Council in response to their request for three VAS posts:

*I can confirm that details have been agreed for three locations within Stradishall and they are just waiting to be ordered. Following the new Highways Contract commencing with Milestone, there is a new way for orders to be raised, which is different to previous ways we used to raise orders.*

*It will take time to get used to the new way of working and raising orders. There are currently 14 parishes where I have to raise orders for new SID|/TVAS posts together with a number of Advisory Disabled Parking Bays to be marked out following the end of the previous contract.*

*I will try and raise orders for all of these in the coming weeks, however, please bear with me whilst I get to grips with the new ordering process.*

- b) **Email from SCC Cllr Bobby Bennett about money for repairing or replacing damaged signs.**

Stradishall Parish Council has requested a replacement directional sign on the A143 to Highpoint Prison which was damaged by a car.

- c) **Email from Suffolk County Council about new funding for improvements to bus services.**

Suffolk County Council is already looking into an improved service for Stradishall.

- d) **Reporting flooding to properties.**

Stradishall Parish Council has received the following information from Suffolk County Council:

*With an event on the scale of Storm Babet the immediate challenge is to record where the flooding has occurred and the extent of the impact, so Suffolk County Council is **asking for your support to encourage all affected residents to report significant flooding to individual properties using the Highways Reporting Tool**, if they do not have access to the internet they should call the SCC customer service number: 0345 606 6171.*

**How to use the Reporting Tool:** Click on **Report It**, then click **Drainage and Flooding** and select the most appropriate drop down option. Please include as much information as you have, there is also an option to upload photos.

*Once a report has been submitted, officers will contact the resident to gather further information and prioritise those locations that meet the criteria for an official investigation (known as a Section 19 Investigation). It is anticipated that this initial contact will be made during the next week. The investigations will follow, but until the scale of the challenge is determined it is difficult to estimate how long it will take to complete this task. It is expected to take at least several weeks but could take months before all of the investigation reports are published.*

The clerk was asked to report blocked ditches near Stradishall Crossroads which contributed to the recent flooding.

**12. To discuss any playing field issues.**

- a) **Annual play inspection report and schedule of ongoing maintenance.**

It was resolved that the clerk and Adrian Lee would review the list of issues raised and prioritise the actions required.

- b) **Update on the purchase of the access track.**

Stradishall Parish Council is still waiting to hear back from the owner.

**14. To discuss any village issues.**

- a) **Stradishall Thermal Imaging Project which will take place from Tuesday 30<sup>th</sup> January to Monday 12<sup>th</sup> February 2024.**

Stradishall Parish Council will start to advertise the project in the newsletter and on the Stradishall Facebook pages.

**15. Correspondence.**

- a) **Email from Slow Ways about their initiative to create a national network of walking routes connecting all of Great Britain's towns and cities as well as thousands of villages – for information only.**
- b) **Email from Zero Hour asking for Stradishall Parish Council's support for the Climate and Ecology Bill.**  
Stradishall Parish Council agreed to support the bill.

**16. Any other business for noting or including on the next agenda.**

**The following items are for including on the next agenda:**

- Litter bin for the Highpoint Estate.

**The following items are for noting:**

- Email from West Suffolk Council about support services for people with long covid. This information has been included on the Stradishall Facebook pages.
- Email from Wickhambrook Parish Council about their Neighbourhood Plan pre submission consultation.
- Email from West Suffolk Council about grass cutting. As the closing date is 24<sup>th</sup> November, councillors agreed to submit comments to the clerk to pass on to West Suffolk Council.
- The Department for Health and Social Care in conjunction with London Hearts is offering match funding of £750 for a public access defibrillator. Stradishall Parish Council has applied for this funding to purchase a second defibrillator for Stradishall village. If the application for match funding for a defibrillator is successful, it was resolved that a payment of £750 would be approved.

**There being no further business the meeting closed at 8.04pm.**

**Signed: ..... Dated: .....**