



## **Draft The Annual Parish Council Meeting minutes**

For 15<sup>th</sup> May 2023,

7.00pm, Dickleburgh & Rushall Village Centre

**PRESENT:** Cllrs. David Leyserman (Chair), Stephen Adlam, Les Bragg, Sam Johnson, Pam Reekie, Robert Theobald

**IN ATTENDANCE:** Ann Baker (Clerk)  
Matthew Hill (Responsible Finance Officer)

**MEMBERS OF THE PUBLIC:** Dist. Cllr. C. Hudson, Dist. Cllr. D. Thompson, 12 residents

1. **ELECTION OF THE CHAIR** - Cllr. D. Leyserman proposed Cllr. A. Goodman, it was seconded by Cllr. P. Reekie, there were no other nominations. Cllr. A. Goodman had agreed that in his absence he would be prepared to stand as Chair if nominated. All Councillors were unanimous in approval. As Cllr. A. Goodman was absent a temporary Chair was proposed by Cllr. P. Reekie, seconded by Cllr. S. Adlam, all approved
2. **ELECTION OF THE VICE-CHAIR** - as there were a number of absences, it was agreed to defer this election to the June meeting
3. **ACCEPTANCE OF APOLOGIES** - Cllr. A. Goodman, Cllr. J. Kerr, Cllr. T. Perkins - accepted.
4. **DECLARATIONS OF PECUNIARY AND OTHER INTERESTS FROM MEMBERS ON ANY ITEM TO BE DISCUSSED** – the new forms from SNC had been circulated to all Councillors. **ACTION** - the Clerk requested either a paper copy of Word doc. completed from be returned by Fri. 24<sup>th</sup> May.
5. **ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION , COUNTY AND DISTRICT COUNCILLORS** -  
**Dist. Cllr. C. Hudson** - stated that he was returning for his third term, this time as independent candidate. Sadly Co. Cllr. B. Duffin passed away suddenly. The notices of Vacancy have appeared on the SNC website, with a possible date for the election on either the 6<sup>th</sup> or 13<sup>th</sup> July. Any issues can be brought to Dist. Cllr. D. Thompson, Dist. Cllr. C. Hudson or Co. Cllr. Alison Thomas who has access to all County Council papers; Many Parish and Town Council had been in receipt of the Coronation Grant; the sale of the Council Offices in Long Stratton have been deferred for the present time. To reverse the decision and return to the offices will entail curtailing contracts etc., which isn't a viable option, the majority party will make decision; New leaders for both the County Council and District Council will be elected in due course; Dist. Cllr. D. Thompson added that the financial savings, carbon footprint etc. had improved and anecdotally SNC had interacted with more people in Diss than previously. The Lead Local Flood Authority (LLFA) has assisted in the installation of a leaky dam in Brockdish, to alleviate future flood issues. As part of this project any Parish Council or other organisation can apply for a leaky dam grant £700.00 – such as The Otter Trust or landowners in the parish.  
**Dist. Cllr. D. Thompson** - stated he had been in post for ten days and was familiarising himself with duties, knowledge and meeting fellow Councillors. The various roles, positions, committees at SNC will be decided at the AGM later in month; Cllr. D. Thompson indicated that he will not be the perfect Councillor, but committed to finding straight answers, creating initiatives and developing support for local

residents. He mentioned that the District Council will respond to the Neighbourhood Plan Reg. 14 consultation in due course – Cllr. D. Thompson will submit a response as a resident, but will not participate in the discussions relating to the Reg. 14 consultation at SNC.

#### *7.14 Cllr. S. Johnson arrived*

Members of Mikeys' Bar - asked about holding a 'Funday' on Sat. 5<sup>th</sup> August – a considerable amount of planning had been undertaken; The group were seeking permission from the Parish Council to hold the event on the Playing Field - particularly an outside bouncy castles. Councillors asked a number of questions relating to insurance – operating in different weather circumstances - temperature, rain, wind etc. Information would be sought from the hire company (insurance, hire conditions etc.) and passed onto the Parish Council. The Health and Safety issues would be at the parent's discretion. Mikeys Bar will not be overseeing the bouncy castle, they will however ensure a risk assessment is completed and sent to the PC. The PC were prepared to back the event providing all necessary papers had been received by both Mikeys Bar and the PC.

The grass area around the play equipment was overgrown, making the site look uncared for, the illness of the Caretaker was mentioned. A local company had expressed an interest in assisting with the grass cutting. As the football pitch is cut by contract, the Clerk agreed to approach Excite Solutions to cover the close cutting to equipment whilst the caretaker was unavailable. **ACTION** - Clerk to approach Excite Solutions to address the play area;

Waveney Valley for Nature (WVfN) are a local group - volunteering to improve access to nature in the parish. Until recently they have been funded and assisted by The Conservation Volunteers (TCV) via a lottery grant awarded to the PC. WVfN had put forward a request for grant funding – the group were supporting wildlife, but engaging with communities to become involved with nature, bring and develop new skills, provide training in use of equipment and the preservation of the local environment. The areas covered are Dickleburgh, Rushall which are well maintained, whilst the two areas in Brockdish are in need of more attention; interested residents can sign up as members, follow the group on Facebook. Currently the WVfN are waiting for the Commons Committee to meet, in order that activities can be arranged.

A number of residents attending the meeting expressed their concerns about the Reg. 14 Consultation - how long had the Neighbourhood Plan (NP) been seeking views, where had the information been gathered from, who were members of the NP team, how were the decisions reached, was there evidence that the creation, gathering of the information been open and available to all, what had led to the decision to the allocation of the site off Brandreth Close rather than other sites.

Councillors sought to reassure residents that there had been various open days for the public throughout the process which had begun in 2017, there was regular information in the Parish News and on the website. As there would always be new people coming to live in the community it could be understood that a few might not be aware of the process of the NP, information was available.

The Parish Council would welcome all feedback - all comments would be accepted, collated and the various policies adjusted where appropriate. A date would be set for presenting the feedback, prior to submission to SNC and residents invited to attend an open meeting. All comments submitted to the consultation have to be included in the final documents.

The Chair thanked everyone for their attendance, indicating that they were welcome to remain for the remainder of the meeting.

*The meeting resumed at 8.25pm*

- 6. THE ANNUAL REPORT FROM CLLR. A. GOODMAN, CHAIR FROM 2022 -2023** - this had been circulated previously, a précised version was read to those present
- 7. APPROVAL OF THE GENERAL POWER OF COMPETENCE for the forthcoming four years 2023 – 2027** - it was resolved to approve this power, proposed Cllr. S. Johnson, seconded Cllr. P. Reekie, agreed by all
- 8. THE DATE FOR THE ANNUAL PARISH COUNCIL MEETING** - this was proposed for the 13<sup>th</sup> May 2024

9. **APPROVAL OF THE MINUTES OF THE PARISH COUNCIL ON 17<sup>TH</sup> APRIL 2023** - the minutes were adopted as a true and accurate record, proposed by Cllr. L. Bragg, seconded by Cllr. P. Reekie, all approved unanimously
10. **MATTERS ARISING FROM THE MINUTES OF 17<sup>TH</sup> APRIL 2023, FOR INFORMATION PURPOSES ONLY:**  
**PRoW:** Lonely Road – the fallen trees have been felled and cut back, making access easier. The path needs cutting back. **ACTION** - Clerk to contact Excite Solutions to arrange a cut for all PRoW
11. **THE MONTHLY FINANCIAL REPORT FROM THE RFO**, including notification of payments made over the last month:
- a. **PAYMENTS & RECEIPTS** – a list of payments and receipts, along with comments had been circulated to all Councillors.  
It was resolved to accept the 'Payments and Receipts sheet, it was resolved to approve, proposed by Cllr. S. Johnson, seconded Cllr. S. Adlam, all approved
- b. **APPROVAL OF A GRANT APPLICATION FROM WAVENEY VOLUNTEERS FOR NATURE** - grants had been applied for from a variety of funders to support the WVfN group - to provide training, consumables, first aid training. Membership fees will support the group, along with the 'Nutshell' Award provided by TCV to pay for their insurance. Once the needs for each area is understood, they will expand the activities, which in turn may require support. At which point WVfN will approach others for funding - 'Go for it' grants, Adnams, Brockdish Parish Council etc. The running costs for the group are low – they are paying a peppercorn rent for an outside space behind a shed, they require hard hats to protect volunteers from blackthorn bushes, consumables, small tools, improved seating at Langmere Green etc. Their request was for £800.00 - it was agreed that it was good to encourage people to become involved in the environment and community, to help physical and mental health. The group are waiting for guidance from Commons Committee – as to what needs to be carried out - places to protect, preserve and maintain.  
Following discussion, it was resolved to approve the grant, proposed Cllr. P. Reekie, seconded Cllr. L. Bragg, unanimously approved.  
**Dickleburgh & Rushall Parish Council have the power to make this payment under the General Power of Competence, Localism Act 2011, s8**
- 8.40 Cllr. R. Theobald arrived*
- c. **APPROVAL OF THE AGAR PART 3, SECTION 1 the 'Annual Governance Statements for 2022 -2023** - this was signed by Cllr. D. Leyserman (Chair) and the Clerk, resolved to approve the statements, proposed Cllr. S. Johnson, seconded Cllr. P. Reekie, all agreed
- d. **APPROVAL OF THE AGAR PART 3, SECTION 2 the 'Accounting Statements for 2022 – 2023'** - it was resolved to approve the statements signed by the RFO, Matt Hill, proposed Cllr. D. Leyserman, seconded Cllr. S. Johnson, all in agreement
- e. **APPROVAL OF THE 'REGULAR PAYMENTS not separately approved, for the year 2022 – 2023** - the list had been circulated earlier to all Councillors. It was resolved to approve the regular payments, proposed Cllr. R. Theobald, seconded Cllr. L. Bragg, all in agreement
- f. **THE S137 ALLOWANCE** has been set as £9.93 per resident, this figure was noted
12. **A SHORT REPORT ON THE REG. 14 CONSULTATION** - there had been a reasonable amount of feedback to date, which was being collated by Alan Patching, a member of the NP team, the Clerk and Cllr. T. Perkins.  
Following the earlier discussions (item 5) the feedback and dissemination of the information needed to be more readily available, inclusive and accessible. An understanding towards new arrivals, informing them of where to find information was apparent – a QR code on the website might aid this issue. Following further discussion it was suggested that a historic timeline may aid the understanding and communication with residents. The comments relating to input, decisions reached will need to be communicated – possibly through group email, as it is too expensive to print and deliver leaflets on a regular basis, clearly communication channels require attention to ensure this matter is addressed.

The information received from the Reg. 14 consultation will take time to collate and analyse, hopefully it will be presented in early summer to residents, prior to submission of the document to SNC

**13. PLANNING APPLICATIONS AS RECEIVED FROM SOUTH NORFOLK COUNCIL:**

- a. **Planning Application 2023/1146 Acorn House, 35 Merlewood works to TPO trees** – reduction in height and spread, removal of crossing branches and general maintenance to three oaks.
- b. **TO CONSIDER ANY APPLICATION WHICH MAY HAVE BEEN RECEIVED PRIOR TO THE MEETING**
- c. **RECEIPT OF CONSULTEE REPORTS OF PLANNING DECISIONS MADE BY SNC:**
  - (i) **Planning Application 2023/0106 Shorelands Barn, Langmere Rd. Rushall** – single storey extension with roof terrace - **Approved 28<sup>th</sup> April** with conditions

**14. REPORT ON THE CORONATION EVENTS 6TH - 8TH MAY** - Cllr. S. Johnson reported that the event was reasonably attended, the weather was not as favourable as the Platinum Jubilee but there was a good atmosphere

**15. Highways and PRow reports:**

- a. **Highways Rangers visit** - the Clerk had circulated the information, any issues to be sent to the Clerk
- b. **Road safety area** - to be discussed at the June meeting
- c. **Poppy Way** – to note the information from NCC regarding the approval of the 20mph zone on the whole of Poppy Way

**16. PLAYING FIELD REPORT:**

- a. **Receipt of play inspection weekly reports** - the RFO Matt Hill reported that there was nothing major to report. Zip-wire quotes to be requested
- b. **Grass cutting of the play area and around the village - ACTION** - Clerk to peak with Excite Solutions
- c. **Petanque** – Cllr. D. Leyserman confirmed that the Lottery bid he had circulated to all had been submitted to the Big Lottery. It will take approximately 12 weeks to take forward

**17. RECEIPT OF MATTERS OF INFORMATION FROM COUNCILLORS:**

- **Clerk** - NCC–D.Yellop – had sent a report of the consultation on Service 584 and 17 – there was no significant feedback, therefore the contract is currently being re-procured, he will update in July once the contract has been awarded and the timetable confirmed.
- **Cllr. P. Reekie** – parking on Ipswich Road is causing difficulty when vehicles are exiting out of Burston Road and Harvey Lane, drivers are unable to see clearly
- **Cllr. L. Bragg** - parking outside The Half Moon Inn - when there is a popular event the parking extends along the grass verge causing hazards and damaging the verge; at times unloading lorries park on the road edge, causing traffic hazards – the aggressive attitude towards neighbours is unacceptable where there is a need for understanding and give and take with neighbours.
- **Cllr. S. Johnson** - the trees on the Village Green are very overgrown – a good trim is required, quotes required from three contractors
- **Matt Hill** – Japanese knotweed has begun to grow again in the ditches on Semere Green Lane - he has reported this to Highways Engineer, Adam Mayo - he is waiting to receive notification of when the work will commence

**18. DATE FOR THE NEXT MEETING AND ITEMS FOR THE NEXT AGENDA ON - MONDAY 5<sup>TH</sup> JUNE 2023, 7.00PM, AT ST. MARY'S CHURCH, RUSHALL**

**NB - the July meeting will be the 3<sup>rd</sup> July at the Village Centre, not the 10<sup>th</sup> July**

**AGENDA ITEMS** - parking on Ipswich Rd., The Half Moon Inn, safe crossing points near r-a-b

The Chair thanked everyone for their contributions and attendance at the meeting.  
The Meeting closed at 10.00pm

SIGNED .....

DATE .....