

MINUTES OF LAWSHALL PARISH COUNCIL

Date of meeting: Tuesday 10th October 2023
Time: 7:30 p.m.
Venue: Village Hall
Clerk: lawshallpcclerk@outlook.com

PRESENT:	ACTION
<p>Karen Whordley (Chair), Sue Ricketts (Vice Chair), Catherine Baynton, Jane Sinclair-Smith, Andy Irish, Nigel Hughes, Mark Anson, Richard Kemp 5 members of the public</p>	
<p>1. APOLOGIES</p> <p>Noted and accepted from Louisa Mower, Michael Holt, Stephen Plumb, Christine Sands</p>	
<p>2. DECLARATION OF BUSINESS INTERESTS/CONFLICT OF INTEREST To give Councillors the opportunity to declare any new business interest or potential conflict of interest arising from the agenda for the meeting.</p> <p>NH Hay bob proposal.</p>	
<p>3. MINUTES OF THE PREVIOUS MEETINGS</p> <p>Held on Tuesday 12th September 2023 (minutes as detailed on the website and emailed to Councillors) approved and signed by KW.</p>	
<p>4. MATTERS ARISING To receive progress of actions from last meeting and consider any matters arising from previous meetings not covered elsewhere in the agenda.</p> <ul style="list-style-type: none"> • Overgrown hedge near walkway to playground. Work scheduled for 16/10/23. • Bus shelter renovations. 3 residents have kindly volunteered to help. LM to organise and email actions. LM contacted with the Probation Service who may also be able to assist. Parish Council to consider what else could be done in the village. • Councillor emails. LM to add to November agenda. • Use of bank accounts. LM to explore suitability of the accounts suggested by Councillors and add to December agenda for consideration. • Free trees to provide shade for playground. Babergh Mid Suffolk Biodiversity Project. Richard Palmer to visit the site. 6 native trees would be ideal. AI to contact and arrange. 	<p>LM Councillors</p> <p>LM</p> <p>LM</p> <p>AI</p>
<p>5. REPORTS</p>	

<ul style="list-style-type: none"> County Councillor, Richard Kemp circulated to Councillors. From District Councillors, Michael Holt and Stephen Plumb circulated to Councillors. 	
<p>6. UPDATES AND CORRESPONDENCE</p> <ul style="list-style-type: none"> Neighbourhood Plan Update. NH explained that the Joint Local Plan may be approved mid-November, and the Neighbourhood Plan could then be passed by the end of the year. LM to add information to Round and About. Actions from SALC Internal Audit. Review and Adoption of Lawshall Parish Council Standing Orders 2023. Burial Ground and Playground additional grass cut in November if needed. N/A due to weather change. Attendance at SALC Conference. 29/11/23 Details shared. Would any Councillors like to attend? Path around the park and Walcher's Meadow. Overgrown and needs spraying. Clerk to obtain quotes. School Parking. Head teacher and governors invited to attend meeting to consider this matter. Email response received stating the actions they have already taken. LM to contact RK to arrange Parking Enforcement Officer and find out if there is a contact in the Local Education Authority who may be able to help. 	<p>NH LM</p> <p>LM</p> <p>LM RK</p>
<p>7. FINANCE</p> <p>To receive a finance report, consider grant requests and authorise payments.</p> <ul style="list-style-type: none"> Business account: £19,093.67 Community account: £28.85 Neighbourhood Parish CIL Payment to come: £15,528.33. Insurance renewed with Zurich (approved at September meeting): £490.44 paid. Purchase of Hay bob proposal not agreed. NH left while this was considered. Chairperson Leadership Training. No objections. Funding request for church repairs: £2000. Bryan Adams explained that £1000 is needed to make the area safe before repairs can take place. Council asset (Memorial Clock) at top of the tower currently inaccessible. Grants applied for from Suffolk Historic Churches will part fund the work. Council agreed to loan £2000. KW proposed. Seconded by JS-S. KW and SR to action. 	

<ul style="list-style-type: none"> • SALC over charge for Internal Audit. Awaiting refund. Invoice to be signed when received by signatories. Proposed by KW. Seconded by SR. • Cheque received for recent burial. LM has contacted the Funeral Directors to try and change this to a BACs payment. <p>INVOICES TO BE PAID</p> <ul style="list-style-type: none"> • Clerk expenses for approved purchases of external hard drive, emergency vehicle access/ no parking sign and bus shelter noticeboard for posters: £117.86 • Clerk salary for the month of September: £554.19 • Annual cost for Microsoft 365 Subscription paid by MA: £113.76 (From September 2022 to August 2023). Council agreed to pay back MA. KW and SR to action. Rise from £9.48 to £10.32 per month from September 2023 including VAT. • Community Action Suffolk Web Hosting: £60 • SALC Payroll Services: £18 • PKF Littlejohn for External Audit: £252 • Village Hall Management Committee for meeting hall hire: £75.60. • Evan Markell for grass cutting: £135 • Steve Dyer Land based Services for cut of Walcher’s Meadow, Lawshall Green and Hanningfields Green: £165 • £1520 to be transferred to Community account to pay invoices. KW proposed. AI seconded. 	<p>KW SR</p>
<p>8. PLANNING To consider planning applications and appeals.</p> <p>DC/23/00574 Refusal of Planning Permission. Proposal: Change of use of land from Agricultural to recreational and siting of 7No caravans and 1No holiday lodge (retention of). Location: Meadow On Melford Road and Land Adjacent Lambs Lane, Melford Road, Lawshall, IP29 4PX</p> <p>DC/22/06309 Planning Permission. Anglian Water Services Bury To Colchester Pipeline.</p> <p>DC/23/02119 Planning Permission. DC/23/02120 Listed Building Consent. Proposal: Removal of existing chimney with associated external repairs and internal alterations to the attic storey space to west range. Location: Barfords, Donkey Lane, Lawshall, IP29 4QU.</p> <p>DC/19/05767 Change of roof finish. Location: Land South of Appleberry House, Folly Lane, Lawshall.</p>	

<p>9. PUBLIC FORUM AND MATTERS FOR CONSIDERATION AT THE NEXT MEETING</p> <ul style="list-style-type: none"> To receive comments or questions and matters of concern from Councillors. <p>KW shared a request from relatives for a memorial bench in the Burial Ground. Council happy for a bench to be sensitively placed. LM to explore costs and contact the family.</p> <p>KW invited responses to the Polling Review. LM to share details in Round and About.</p> <ul style="list-style-type: none"> To receive comments or questions and matters of concern from members of the public either in person, email or writing. <p>Ian Carrington asked which properties the CIL money was related to. AI to investigate.</p> <p>Elizabeth Clarke enquired about speed limit signs needing replacement around the village. LM to explore.</p>	<p>LM</p> <p>AI</p> <p>LM</p>
<p>10. CLOSE OF MEETING</p> <p>8.50 p.m.</p>	
<p>DATE OF NEXT MEETING:</p> <p>Tuesday 14th November 2023 7.30 p.m. Lawshall Village Hall</p>	