

Pakenham Parish Council
Minutes of a Meeting of the Council

held on Tuesday, 27 July 2021 at 7.30pm in the Village Hall

Present: Cllr Dorling, Cllr Davey, Cllr Palfrey, Cllr Sargent and Cllr Sidebotham
Seven members of the public were in attendance.

Mrs S Brown (clerk) took the minutes.

1. **Record Councillors' apologies for absence:** Apologies received and accepted from Cllr Painter and Cllr Bagnell.
2. **Declarations of interest:** Declaration of interest received from Cllr Sidebotham in respect of item 11i on the agenda.
3. **County Councillors Report:** Cllr Hopfensperger sent apologies as she was attending another event a report to be sent and would be circulated to Councillors.

Borough Councillors Report: Cllr Brown sent apologies as he had a prior commitment.

Public Forum: A member of the public who represented the family landowners in respect of the land in item 5i. footpath addition to the definitive map addressed the Council giving the point of view of the landowning family which included: The representative handed the Councillors two handouts one showing a picture of the gates/private notices and 'What makes a way a public right of way?' The member of the public felt the Parish Councillors who had walked on the land in the past had an interest and not therefore able to vote on the matter. The representative advised the land was private with all access points having signage and/or gates and fences stating this, any members of the public entering onto the land were trespassing. It was stated that some members of the public had taken down signage or damaged gates/fences. The representative did advise there was a private agreement with the Water Mill and a small number of private individuals who had been given permission to enter onto the land but no permission had been given to the public to enter onto the land. The Council advised once the forms were completed it was a decision to be made by Suffolk County Council and not the parish council.

4. **To consider the approval of the minutes of the last meetings:** The minutes of the meeting held on 19th July 2021 were approved to be signed as a true record.
5. **Reports arising from the previous meeting:**
 - i. **Footpath addition to the definitive map:** Cllr Dorling advised he had received 13 evidence forms which been completed by members of the public and been informed a further one was due. A Schedule 8 form had been completed which was given to a member of the landowners family. A Schedule 7 application form

and a Schedule 9 Certificate will be completed, to be sent to Suffolk County Council along with the completed evidence forms.

- ii. **Highways:** Email received from resident reporting damage to a car caused by wooden stumps, covered by vegetation, on verge. Cllr Hopfensperger has advised Highways and Clerk has reported on SCC reporting website Ref: 328405
- iii. **Clerks Report:** A meeting was held with church warden and vicar to check lawn cemetery burials, clerk to inform church warden of any burials and to continue to keep the records. An updated notice of parish council meetings in the village hall has been sent for inclusion in the Newsletter and added to the Noticeboards. As part of receiving locality monies from West Suffolk Council the parish council needs to have in place a safeguarding policy and equality & diversity policy, a copy of both policies have been obtained from SALC. The circular walk in Pakenham has been completed and all footpaths were accessible.

6. **To consider maintenance of war memorial:** The Church warden had confirmed the church authorities were happy for the Parish Council to arrange for the war memorial to be cleaned, as long as it was a professional company carried out the works however the Clerk had contacted a number of local firms (Hanchets, Saxon Memorials and DS Memorials) all of whom do not carry out works on brass plaques. Council briefly discussed Cllr Palfrey will look to find a firm.

7. **To consider**

- i. **Community Event 28 August 2021:** The Chair of the W.I. had confirmed they would be able to supply cream teas if required. Council briefly discussed and all in agreement there was too little time to arrange an event for the end of August. It was agreed the Clerk to contact Cllr Brown to see if monies would still be available for an event next year.
- ii. **Queens Platinum Jubilee June 2022:** Email received and circulated to Councillors highlighting this event with an extended bank holiday from Thursday 2 to Sunday 5 June which will provide an opportunity for communities to come together to celebrate this historic milestone. Council discussed and agreed Cllr Sidebotham to put together a working group for a village event on this weekend, to place on next agenda.

8. **To consider purchase of Defibrillator at the Pavilion:** The Clerk advised the cost of an iPad SP1 fully automatic defibrillator with switch to change from adult to paediatric mode (the same as installed at the Village Hall and Water Mill) is £975 + VAT £1170 and an outdoor case if required of an AED armour stainless steel cabinet no lock with heating is £465 + VAT £558 or with lock is £525 + VAT £630. Council discussed and agreed in principle

they were happy to purchase a defibrillator. The Clerk to contact the Chair of the PVH & PFA and Cllr Palfrey to advise PVH & PFA at their next committee meeting if they would like a defibrillator at the Pavilion. To place on next agenda.

9. **To adopt safeguarding policy and equality & diversity policy:** Both policies had been circulated to Councillors. All in agreement to adopt the two policies.
10. **Correspondence circulated:**
 - **SALC ebulletins** – noted
 - **Suffolk Constabulary information** – Noted
 - **West Suffolk Council grass cutting updates** – Noted with information available at www.westsuffolk.gov.uk/GrassCutting
 - **West Suffolk Council Animal Welfare Licensing Policy Statement Consultation** - Noted
 - i. **Ixworth Parish Council – Task Force:** Council discussed to ask Cllr Painter if he was interested in representing the Council on the task force.
 - ii. **Email from resident in regards planning application DC/21/1338/P3RPA 3 Poultry Houses, Beggars Roost:** The Clerk had checked on West Suffolk planning portal and the Parish Council were not a consultee on this application which is to determine if prior approval is required for a proposed change of use. The application is for a change of use of unit 3 to commercial. A copy of the email had been sent to Cllrs Hopfensperger, SCC and Cllr Brown, West Suffolk.
11. **Planning Applications to comment:** Cllr Sidebotham left the meeting.
 - i. **Application DC/21/1482/TCA River Close, The Street – various tree works on Sycamores:** Council discussed and all in agreement no objection.
Cllr Sidebotham re-joined the meeting.
 - ii. **Application DC/21/1123/FUL The Dell, The Street – a. Two dwellings b. single storey front, side and rear extensions to existing dwelling:** Council discussed Cllr Dorling proposed objecting to the application as this was overdevelopment of the site and the access would be an issue for this number of properties seconded by Cllr Sidebotham – 4 objections and one no comment.
 - iii. **Enforcement Updates:** Cllr Dorling advised the porch at Clatter Cottage had been removed. It was stated there was one enforcement still outstanding ‘Strathcona’.
12. **Finance Report:** Bank balances the deposit account held £10,146.18 at 30 April 2021. The current account held a cleared balance at 30 June 2021 of £23,593.06 after the invoice on the agenda has been paid, one

outstanding invoice and receipt of locality grant from West Suffolk Council of £714 an uncleared balance of £23,736.86

To consider any payments to be made: *All in agreement for the invoice listed to be paid.*

- i. M&TJ's grass cut inv:14203 £408: A cheque no: 1698 was raised for £408*

- 13. Councillors' reports and items for future agenda:** *Cllr Palfrey advised he had been approached in regards the carpet still on allotment plot Council discussed the Clerk to ask Cllr Bagnell if he still wished to clear this, if unable to the Clerk to contact a firm to clear it. Cllr Palfrey advised it was an ex-resident who had cut back and cleared the area at Upper Town. It was advised the corner of Bull Road was starting to get overgrown Cllr Davey advised he would cut this back. Cllr Palfrey advised PVH & PFA was aware the seat at the playing field was damaged. The Clerk to remind the PVH & PFA of the damaged dog bin at the playing field car park. Cllr Dorling advised the resident who kindly tidied the Lawn Cemetery was concerned there may be glass in the hedge by the car park, the Clerk to advise M & TJs there may be this hazard.*

Date of next meeting: *The date of the next scheduled meeting was confirmed as Wednesday, 15 September 2021.*

There being no further business the meeting was closed at 9.20pm
