

**Minutes of the Town Council meeting held in The Old School Community Centre at 7.00 p.m.
on Thursday 16 October 2014**

Present: Cllrs. Paul Bishop, Derek Blake, Margaret Godwin, Keith Haisman,
Gayle Mallows, Loveday Perceval-Maxwell, Cllr. Leslie Warmington
County Councillor Mary Evans, Claire Ebeling, Town Clerk
4 members of the public

1 To consider the suspension of standing order 1 (M) pending approval of amended standing orders following the enactment of The Openness of Local Government Bodies Regulations 2014

No recording.

2 Apologies for absence – Cllr. Phil Gryce, Cllr. Pugh

3 To receive declarations of members' interests and consider requests for dispensation

None.

Section of the meeting open to the public:

4 Police Report – None.

5 Public Participation – None.

6 County Councillor's Report – See attached report.

7 Borough Councillor's Report – None

End of public section of meeting

8 To approve minutes of previous meetings held on 18 September 2014

The minutes were approved unanimously.

9 To receive an update on actions from the previous meeting

The Clerk reported that all actions were complete.

10 Clerk's Report – see attached.

11 Finance

i) Presentation of monthly reports – Cllr. Godwin proposed the adoption of the monthly accounts. Approved unanimously.

ii) Decisions required –

a) Cllr. Godwin proposed the approval of a donation of £150 to the British Red Cross. Approved unanimously. Cllr. Godwin added that Section 137 payments will be shown separately for clarity in the annual accounts. Cllr. Godwin noted that £3,000 has been allocated for the cost of elections with some in reserves for any further elections costs.

b) Cllr. Blake referred to a report on Cemetery costs and reported a deficit in the Cemetery budget for the current year. In order to increase the chance of a balanced budget for 2015/16, the approval of the following proposals was recommended:

- A 20% increase in the main burial costs – interment, exclusive rights of burial and memorial with effect from April 2015.

- The use of the cemetery to be extended to include meadow and unsanctified ground burials with effect from April 2015.

- To offer the hire of the chapel and/or funeral bier with effect from April 2015.

- The administration fee for grave-digging arrangements to be increased to £25 with effect from April 2015.

Cllr. Blake emphasised that the new fees would remain significantly lower than local Borough, District and Parish Council cemetery fees.

The proposals were approved unanimously.

Cllr. Haisman asked Councillors and members of the public to note that as a result of the reduced grants available, all community groups will be required to increase their fundraising activity and this may prove difficult as there are a large number of community groups in Clare who will effectively be competing for donations.

12 Correspondence - see attached.

13 Planning

a) **DC/14/1845/TCA – The Manse – Fell 5 No Sycamore trees**

Cllr. Haisman recommended that the response be no objection. Agreed unanimously.

Clerk

Cllr. Haisman reported that following a meeting with St Eds, he could confirm the total amount of money due to Clare from the LEOG section 106 agreement for the development on land East of the Granary is £169,062 including £5,820 for waste management. All items across childcare provision, libraries, play equipment, traffic calming etc will be closely monitored by CTC Planning Ctee.

There will also be a s106 contribution from the Hastoe development totalling £10,661 across play provision and libraries. This will also be monitored by CTC.

Cllr. Haisman stated that the allocation of affordable housing is in line with the wish of the Town Council that priority be given to people from or with close links with Clare and that it was hoped that these procedures would remain in perpetuity.

Cllr. Godwin reported that she had spoken to the St Eds Planning Officer dealing with the Chilton Street Wind Turbine application and raised concerns regarding TV interference. It was agreed to write to St Eds asking for written clarification of the officer's assessment and the information on which it was based.

Clerk

Cllr. Mallows wished a note of thanks be recorded to Cllr. Godwin on behalf of the parishioners of Chilton Street.

14 To receive an update on the Precept

Cllr. Godwin reported that all expected Precept Grant Applications had now been received and she was happy to report that all organisations have taken into account the request to reduce their grant applications by 5%.

15 To receive information on the Local Public Advisory Service from Jayne Cole

Jayne Cole presented details of the service she offers to local councils. Decision to be confirmed at the next TC meeting.

Ms Cole confirmed that she could offer support in preparing a Neighbourhood Plan.

16 To receive items for decisions required by Town Council Committees and Working Parties

Community Working Party - Cllr. Haisman reported that Cllr. Perceval-Maxwell has accepted the position of Chair of the Community Working Party.

Finance – It was agreed that a letter be written to those involved with CYAC following a lack of maintenance of the BMX track site.

17 To receive agenda items for next meeting

To receive an update on the Precept.

To receive an update on the preparations for the Magna Carta event.

18 To confirm the date of the next meeting as Thursday 20th November 2014.

Confirmed.

The meeting closed at 8.30pm

HIGHWAYS

Maple Hill Turbine

As you know St Eds is still taking comments on the proposed traffic routes for the turbine construction traffic. As you also know, SCC highways is only able to refuse the routes for the abnormal loads on safety grounds. This development, whatever we think about it, is lawful.

SCC highways accepts the two routes for the 18 abnormal loads. Trials runs have been made – with an SCC officer present and we are writing into the conditions, at my insistence, that an officer must accompany each of the 18 loads so that we can monitor progress and any potential risk.

There are still issues being raised

- I am told by a local parish councillor who followed one of the test runs that the vehicle used was much shorter than the vehicle that will be used
- Cllr Godwin has spotted a glaring error in swept path analysis 3 – the legend talks of removing road signs and a grit bin but makes no mention of what will happen to the telegraph pole sitting slightly behind the grit bin.

I have taken these points up with Samantha Bye, the officer dealing with this at SCC and await her response.

Ancillary works following the re-Surfacing programme

As you will have seen the Boat House Mews/Nethergate Street bollards have arrived. I gather there is some concern that they are too widely spaced. I am told this was done as we have to allow a certain amount of space around people's front doors – you can imagine this is necessary for the delivery of, for example, furniture or for access in an emergency. But I have asked our area office team to double check. The Church Street bollards are due soon – if they have not already been done this week.

The build out by the pharmacy now won't happen until November – I attach the design plans.

I am still waiting for a visit to Clare by the area office team so we can review progress, look at the new road markings at Well Lane – and also look at the problems around Stoke Road – where there is still far too much water on the road.

HGVs

I have requested a Monday for the lorry origin and destination survey and await a date. Whatever date is chosen, please could CTC arrange to monitor the Bell Hotel's CCTV for that 24 hour period so we get a true count of all the vehicles passing through. It was stressed at last night's Clare Society AGM that there is a significant volume of HGV traffic coming through Clare at night.

Vehicle Activated Signs

Health and safety concerns about the public being allowed to move signs around safely have been resolved.

Highways Contract

As you will have realised from my reports to you over the past year, there have been teething problems. We now have senior staff from KMG and the county council working together to tackle these and I feel progress is being made.

One of the more recent problems to arise was the high level of requests this year for marshalls for Remembrance Day parades. KMG and SCC do have a number of staff trained as marshalls but not enough to meet all the requests this year and we have recruited from private traffic management companies. I wonder whether CTC might consider getting its own road staff trained so that you have your own marshals available.

Broadband

SCC on Tuesday allocated £10m to the £30m second phase of the roll out of high speed broadband. The programme is being signed at the end of this month and will take coverage to 95% of the county. The postponed broadband public meeting I organised for local residents will be at Stansfield Village Hall – CO10 8LP - Monday 17 November at 7pm

Drive to create 5,000 new apprenticeships to address skills shortage

A £1.5million campaign aimed at doubling the number of apprenticeships in Suffolk and creating thousands of new jobs and training opportunities for young people is under way.

SCC and the New Anglia LEP are leading the programme, and are calling on employers to help create the new apprenticeships to tackle the county's skills shortage

Mary Evans, Clare Division, Suffolk County Council

Attachment to minutes – Item 10, Clerk’s Report – October 2014

Action:

Three enquiries about the Councillor vacancy. I have responded to all three requesting CVs etc. We need to confirm a date for interview.

Information:

I have received confirmation that Kier May Gurney will be providing the traffic management and the temporary road closure order from Network Assurance.

Paul and I will be attending the ‘Open and Accountable’ seminar provided by SALC on 5th November.

Planning decisions

DC/14/1241/LB Clare Old School – Town Council office - Replace existing window - Application approved

DC/14/1400/HH – 28 Bridewell Street – Part single storey and part 1½ storey side extension (following demolition of lean-to) - Application approved

DC/14/1470/HH – 14 Mortimer Place, Clare – Single Storey Rear Extension - Application approved

Attachment to minutes – Item 12, Correspondence:

Items for action
(all circulated to Town Councillors)

Jim Hurrell	Request for clarification of meetings open to the public. The Clerk confirmed that a response has been sent by email.
Royal British Legion Women's Section	Request to hold fundraising stall in aid of The Poppy Appeal on Market Hill on 11 th October. Request for Town Council to pay for Boy's Brigade Band for Remembrance Parade at a cost of £100. Invitation to Councillors to attend a reception after the Remembrance Day service at Clare Social Club. Approved unanimously.
Clare Parishioners	Concerns regarding election of Country Park Trustees Chair to write to all inviting them to a meeting to understand their concerns. To be chaired by Cllr. Bishop. Agreed unanimously.
Ron Longland	Clare Combined Charities – Allotments Cllr. Haisman has spoken with Nigel Partridge – apologies offered, emailed to be disregarded.
Peter Melhuish, Suffolk Community Engagement Officer for Suffolk Energy Action Scheme	Request to attend the next TC meeting and present information for help with residents' energy costs. Agreed unanimously. Clerk to respond with date of next meeting.

Items for noting
(copies available from the Clerk on request)

S Bye – Senior Development Management Engineer, Suffolk County Council	Windfarm, Chilton Street – response to our letter
Suffolk County Council	Remembrance Day event order. – road closure permission