

**MINUTES OF THE THEBERTON AND EASTBRIDGE PARISH COUNCIL MEETING HELD
AT THE JUBILEE HALL, THEBERTON ON WEDNESDAY 12th JUNE 2019 AT 7:30 PM**

1. Attendance and Apologies

Attendees:

Cllr. Stephen Brett - Chair
Cllr. Hilary Ward - Vice-Chair
Cllr. Nat Bacon
Cllr. Stephen Morphey
Cllr. Graham Bickers
Cllr. Paul Collins
Cllr. Beth Goose
Cllr. Julian Wallis

Apologies for absence:

Cllr. Philip Baskett - written and accepted
County Cllr. Richard Smith
District Cllr. Jocelyn Bond
District Cllr. Terry-Jill Haworth-Culf

In attendance:

Sharon Smith - Clerk/RFO
District Cllr. Tony Cooper

2. Declarations of Pecuniary and Non-Pecuniary Interests

None.

3. Public Forum

District Cllr. Tony Cooper reported that the new East Suffolk Council is settling in and committees are being held for the first time. The Joint Local Authority Group will meet this week to appoint a representative, which is likely to be Cllr. Craig Rivett. Cllr. Cooper said the Enabling Communities Budget Scheme holds £7,500 for each District Councillor to allocate to Town and Parish Councils in their Ward. The District Councillors intend to pool their individual budgets therefore there is a pot of £22,500 available for funding local projects.

4. Minutes

- a) It was proposed by Cllr. Stephen Brett, seconded by Cllr. Beth Goose and agreed that the minutes for the Annual Parish Meeting of 8th May 2019 be signed as a true record.
- b) It was proposed by Cllr. Graham Bickers, seconded by Cllr. Paul Collins and agreed that the minutes for the Annual Meeting of 8th May 2019 be signed as a true record.
- c) It was proposed by Cllr. Stephen Brett, seconded by Cllr. Paul Collins and agreed that the minutes for the Extraordinary Meeting of 22nd May 2019 be signed as a true record.

5. Matters Arising

None. The outstanding actions are detailed in **Appendix I**.

6. Meetings and Progress Reports

- a) Speed Indicator Device - report attached as **Appendix II**.
- b) Police - three crimes were reported in the parish in April 2019. One violence/sexual offence in Doughty-Wylie Crescent which is under investigation, one theft in Church Road which is under investigation and one public order offence in Chapel Road for which the police are unable to prosecute the suspect
- c) East Suffolk Council Planning Forum - Cllr. Graham Bickers attended this event and circulated a brief report to the Council. The Council noted that it is unlikely to receive any Community Infrastructure Levy (CIL) due to the lack development in the parish however large developments in Leiston could have a detrimental impact on the parish infrastructure. District Cllr. Tony Cooper informed the Council that the legislation around this was under review by East Suffolk Council. Cllr. Bickers said a meeting will be held on CIL monies and its disbursement which he recommended the Council attends.
- d) Suffolk County Council Community Self Help Scheme Event - no Councillors were able to attend.
ACTION: Council to discuss with County Cllr. Richard Smith at next month's meeting.

7. Parish Matters

a) It was agreed to arrange a site visit from Sovereign Design Play Systems to discuss a quote for play equipment in Theberton playing field.

ACTION: Cllr. Hilary Ward and Cllr. Stephen Brett to attend site visit.

b) The Council postponed considering whether to ask the Hall Management Committee to install broadband in Jubilee Hall until after its next meeting. The Council agreed in principle to contribute to costs.

ACTION: Clerk to add to next month's agenda.

c) The Council appointed two Defibrillator Co-ordinators - Cllr. Beth Goose for Theberton and Cllr. Julian Wallis for Eastbridge. The Clerk informed the Council that an electrician had been called out to repair the faulty electricity supply to the Theberton defibrillator.

ACTION: Clerk to add to Councillors' Responsibilities. Clerk to arrange for the access code to Theberton defibrillator to be changed and reported to the East of England Ambulance Service.

8. Sizewell

a) The Council agreed to submit the previously approved response to DC/19/1637/FUL - to relocate certain Sizewell B facilities in preparation for the proposed Sizewell C development.

ACTION: Cllr. Paul Collins to submit to the planning department.

b) The Council agreed to liaise with neighbouring Parish Councils and other interested groups to lobby the Secretary of State to 'call-in' planning application DC/19/1637/FUL.

ACTION: Cllr. Graham Bickers to lead with support from Cllr. Paul Collins.

c) The Council approved Cllr. Paul Collins' draft response to EN10012 - Sizewell C - EIA Scoping Notification and Consultation

ACTION: Cllr. Paul Collins to submit final version to the Planning Inspectorate.

9. Finance

a) The Council noted the latest financial position detailed in **Appendix III**.

b) The Council agreed to renew the Parish Council insurance policy with Community Action Suffolk.

c) The Council agreed to renew the tractor insurance policy with NFU Mutual.

d) It was proposed by Cllr. Hilary Ward, seconded by Cllr. Beth Goose and agreed to authorise the payments listed below.

Details	Payee	Amount	Power
Newsletter Printing	Leiston Press	£20.00	LGA 1972 s.142
Clerk's Salary	Sharon Smith	£760.40	LGA 1972 s.112
Clerk's PAYE	HM Revenue and Customs	£19.40	LGA 1972 s.112
Annual Insurance	Business Services at CAS Ltd	£356.72	LGA 1972 s.111
Annual Tractor Insurance	NFU Mutual	£44.07	LGA 1972 s.111
Tractor Repairs	Richard Smith Engineering Ltd	£658.92	LGA 1972 s.111
Lawnmower/Strimmer Expenses	Stephen Morphey	£25.75	LGA 1972 s.111

10. Correspondence

The Council noted the correspondence received between 1st May 2019 and 6th June 2019 detailed in **Appendix IV**.

11. Questions to the Chair

a) Cllr. Stephen Brett raised the Church's use of the Council's strimmer. The Council agreed to allow this but to request an annual contribution towards maintenance and a replacement fund.

ACTION: Clerk to add to next month's agenda.

b) Cllr. Stephen Morphey asked if the Council should enrol the Clerk in a pension scheme. The Clerk informed Cllr. Morphey that the Council was exempt from this requirement.

c) With regard to the lay-by in Theberton, Cllr. Hilary Ward informed the Council that Suffolk Coastal Norse advised they are unable to provide a litter bin and Highways advised they are unable to provide a penalty notice sign, both due to budget constraints.

ACTION: Clerk to add provision of a litter bin to next month's agenda.

12. Date and Time of Next Meeting

The Council confirmed the date and time of the next meeting of the Council which is scheduled for Wednesday 10th July 2019 at 7:30 pm.

The meeting closed at 9:15 pm.

Appendix I - Outstanding Actions

Meeting Date	Item Ref	Action	Responsibility	Comments
11/01/17	5a	Ascertain quantity of documentation to be stored and obtain quote from Sizewell Storage.	Clerk/Cllr. Joan Harvey/Cllr. Beth Goose	06/02/18 - to form part of the GDPR review. 10/04/19 - Cllr. Harvey to continue rationalising paper records and will liaise with the Clerk. Cllr. Goose to obtain quote.
06/09/17 08/11/17	5b 7c	Send SID data to SCC Highways and request a visit from the speed camera unit.	Cllr. Stephen Brett/Clerk	10/04/19 – Cllr. Brett to speak to County Cllr. Richard Smith.
06/09/17	5g	Order two playpark ownership signs.	Clerk.	13/06/18 - updated under item 10b. 10/04/19 – Clerk to progress.
08/11/17	10a	Purchase work party tools to the value of £515.	Cllr. Stephen Brett	10/04/19 – Cllr. Brett to progress.
08/11/17	12a	Draft an emergency plan and add to a future agenda for approval and also consideration of the provision of grit bins.	Clerk/Cllr. Beth Goose	29/11/18 - grit bin requested from County Cllr. Richard Smith. 10/04/19 – Clerk to send draft emergency plan to Cllr. Goose to progress.
10/01/18	5a	Install gate at Theberton play area.	Cllr. Stephen Brett/Cllr. Graham Bickers	29/11/18 - posts installed. 10/04/19 – waiting for trees by proposed gate site to be removed by a resident.
09/01/19	8c	Establish a sinking fund to cover the cost of repairs and replacement of play equipment. Remove old play equipment.	Cllr. Paul Collins	Waiting for information from Sovereign. 10/04/19 – Cllr. Collins to progress.
13/02/19	8c	Register the Eel's Foot Inn as an Asset of Community Value.	Clerk	10/04/19 – Clerk to progress.
13/03/19	3	To discuss the proposal to impose a speed limit in Eastbridge with an SCC Highways engineer.	Cllr. Stephen Brett	Waiting for contact details from County Cllr. Richard Smith.

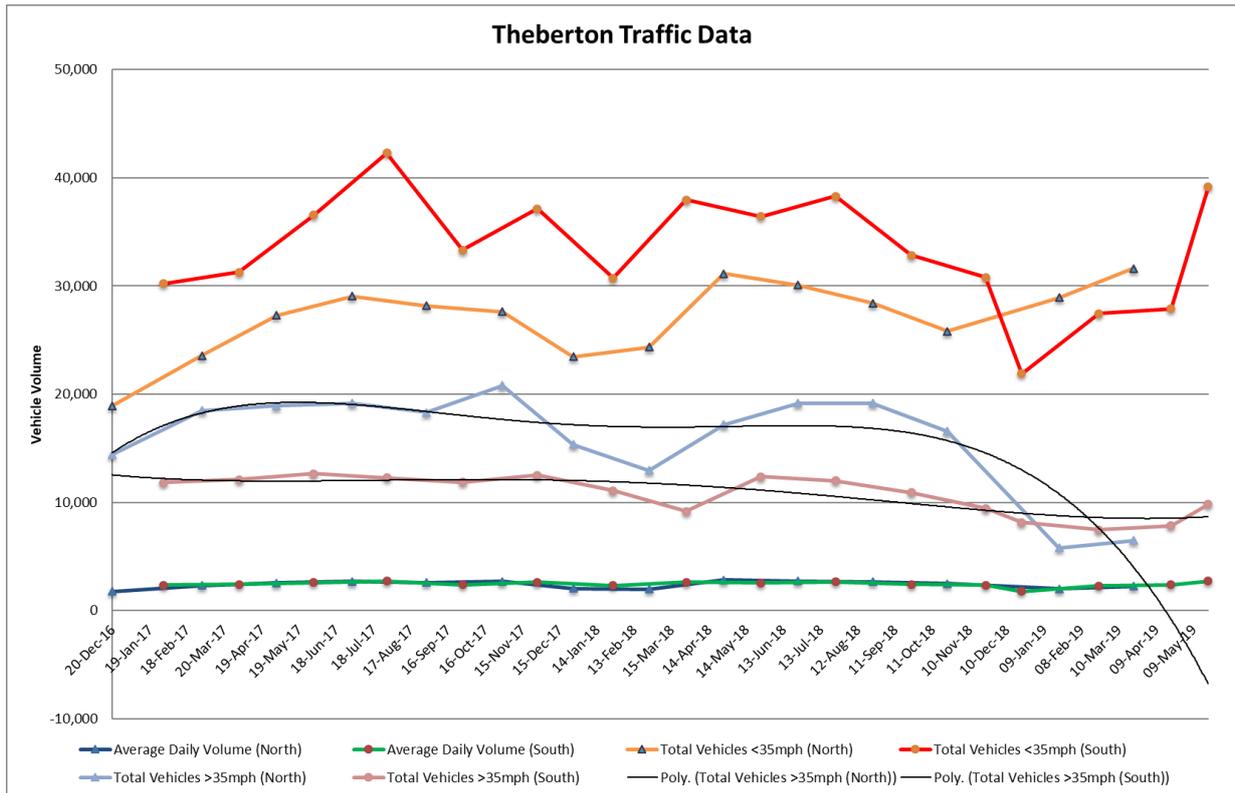
Appendix II - Speed Indicator Device

Theberton Speed Indicator Device Report 12 June 2019

The speed indicator device has been operational for thirty ~20-day periods since 20th December 2016. It is placed at one end of the village or other at ~30 day intervals.

For the 4 months the SID was placed at each end of the village but turned around to watch the traffic leaving the village. There is a drop in number of vehicle movements but that may be due to the SID being confused when traffic is going in both directions. So whilst the vehicle movements data may be low, the more interesting statistics are that the percentage exceeding 35mph has decreased to 16.9% and 21.4% and the 85th percentile speed* is 35.8mph and 37.2mph compared to 40.7mph and 38.2mph when they enter the village showing that vehicles are slowing down further as they pass through the village.

The last 20 day period has seen the SID turned once again to face traffic coming into the village.



SID Start Date	26-Apr-18	26-May-18	25-Jun-18	25-Jul-18	24-Aug-18	24-Sep-18	23-Oct-18	23-Nov-18	22-Dec-18	Village End 21-Jan-19	22-Feb-19	22-Mar-19	21-Apr-19	Village Start 21-May-19
Average Daily Volume (North)	2,843		2,740		2,643		2,494		2,007		2,284	2,240	2,383	2,721
Average Daily Volume (South)		2,570		2,647		2,431		2,368	1,768					
Total Vehicles (North)	48,329		49,239		47,560		42,397		34,733		38,091		35,743	48,977
Total Vehicles (South)		48,821		50,301		43,755		40,254	30,054		34,956		27,888	39,170
Total Vehicles <35mph (North)	31,152		30,076		28,405		25,804		28,938		31,606		27,888	39,170
Total Vehicles <35mph (South)		36,446		38,303		32,833		30,790	21,912		27,472		27,888	39,170
Total Vehicles >35mph (North)	17,177		19,163		19,155		16,593		5,795		6,485		7,855	9,807
Total Vehicles >35mph (South)		12,375		11,998		10,922		9,464	8,142		7,484		7,855	9,807
85th percentile speed North (mph)	39.8		40.1		40.4		40.2		35.7		35.9		37.2	37.0
85th percentile speed South (mph)		38.2		37.9		38.3		38.0	38.6		37.1		37.2	37.0
% <35mph (North)	64.5%		61.1%		59.7%		60.9%		83.3%		83.0%		80.0%	80.0%
% <35mph (South)		74.7%		76.1%		75.0%		76.5%	72.9%		78.6%		78.0%	80.0%
% >35mph (North)	35.5%		38.9%		40.3%		39.1%		16.7%		17.0%		20.0%	20.0%
% >35mph (South)		25.3%		23.9%		25.0%		23.5%	27.1%		21.4%		22.0%	20.0%
Avg Speeding (North)													16.9%	39.9%
Avg Speeding (South)													21.7%	24.7%
Avg 85th percentile speed North (mph)													35.8	40.7
Avg 85th percentile speed South (mph)													37.2	38.2

*The 85th Percentile is indicative of the speed that the majority of road users are travelling at.

Appendix III - Financial Position

Bank Balances as at 9th May 2019

Barclays Current Account	£6,932.40
Barclays Savings Account	£1,514.52
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	£8,446.92

General and Earmarked Reserves

EDF Energy Grant - Work Party Tools	£515.00
Earmarked - Eastbridge Common Legal Costs	£600.00
General Reserves	£2,495.00
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	£3,610.00

Bank Balance less Reserves **£4,836.92**

Payments - June 2019

Leiston Press – Newsletter Printing	£20.00
Sharon Smith - Clerk's Salary	£760.40
HMRC - Clerk's PAYE	£19.40
Business Services at CAS Ltd - Insurance	£356.72
NFU Mutual - Tractor Insurance	£44.07
Richard Smith Engineering Ltd - Tractor Repairs	£658.92
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	£1,859.51

Net Balance **£2,977.41**

Appendix IV - Correspondence

Suffolk Association of Local Councils

- a) E-bulletin - 03/05/19 and 10/05/19.
- b) NALC - Consultations on Traffic Commissioners.
- c) Suffolk Coastal Area Meeting - Minutes.
- d) Launch of Suffolk Community Awards.
- e) The Local Councillor Newsletter.

District Council and County Council

- a) SCC - B1122 Surface Dressing - May 2019.
- b) ESC - email from Cllr. Jocelyn Bond.

Energy Companies

- a) EDF Energy - Sizewell B Community Newsletter - April 2019.
- b) Scottish Power Renewables - EA1N and EA2 Footpath Closures.
- c) Suffolk Preservation Society - Response to Sizewell B Relocated Facilities Planning Application.
- d) SPLG - Statutory Consultees for Sizewell B Relocated Facilities Planning Application.

Other

- a) AONB Monthly Updates - April 2019 and May 2019.
- b) Parish Online News & Updates.
- c) Suffolk Constabulary - Rural Coffee Caravan.
- d) Community Heartbeat Trust - Eastbridge Telephone Kiosk.
- e) Suffolk Preservation Society - Media Training.
- f) CAS - Suffolk Volunteering Conference.