

**DRAFT Minutes of meeting of  
Dennington Parish Council held at the Jubilee Hall  
on Monday 10<sup>th</sup> January 2022 at 7.30pm**



1. **The Vice-Chair welcomed everyone and was pleased to be given the opportunity to chair a meeting again in his 50<sup>th</sup> year on the Parish Council.** Chairman Matthew Lunn sent his apologies (work) and these were accepted. County Councillor Stephen Burroughes and resident Jo Denton also sent their apologies.

**Present**

Robert Wardley (acting Chair)     Doris Dearing     Sam Steward  
John Calver   Nick Watts     Rebecca Fox     Lydia Kirk (clerk)

2. **There were no declarations of interest.**  
3. **The minutes of the Meeting of the Parish Council on 15<sup>th</sup> November 2021 were approved as a true record of the meeting and signed by the Vice- Chair.**  
4. **The Horticultural Club has now planted the bulbs along the edge of the green.**

NW plans to mow this ditch tomorrow.

As requested, RW provided a copy of Dennington Consolidated Charity's Constitution to the chair and clerk for their records.

5. **Chair's Report**

Because of his absence, the Chair sent a written report prior to the meeting. The village held its first Q & A session online with MP Dan Poulter. Four members of public attended and it is hoped that more sessions will be held with better attendance. *NW commented that as this wasn't a council event he didn't feel the need to send his apologies as a Parish Councillor.*

6. **Clerks Report**

The clerk has requested a commemorative oak tree and plaque from East Suffolk Council for the Platinum Jubilee celebrations and this is expected in February. There was no call for an election during the Notice period so Tom Mountain's vacancy can now be filled by co-option.

7. **Responsible Financial Officer's Report:**

- a) The following payments were proposed by RW, seconded by JC and carried unanimously:

Reference Number	Amount	Payee	Details
P27 21-22	£ 774.20	L. Kirk	Pay to 30.12.2021
P28 21-22	£10.00	SALC	CILCA briefing (Item 8ii discussed here)
P29 21-22	£4,709.94	TWM Traffic Control Systems	Second speed indicator device

- b) Funds received since the last meeting were noted:  
 £30/11/21 £4,773.89 ES Council- grant funding for speed indicator sign  
 01/11/21 £1,000 transferred to Equipment account  
 21/12/21 £450 return of church donation overpayment  
 31/12/21 48p & 55p interest received

Payments made since the last meeting were noted:

13/12/21     P25 21-22     Norse Dog waste bin     £270.00

- |  |          |           |                                |        |
|--|----------|-----------|--------------------------------|--------|
|  | 13/12/21 | P26 21-22 | Replacement Defibrillator pads | £53.10 |
|--|----------|-----------|--------------------------------|--------|
- c) The bank balances as at 31.12.2021 were:  
 Current Account £5868.97 Active Saver £6,924.29  
 Equipment Account £7,460.44
- d) The bank statements and bank reconciliation, as at 31.12.2021, were reviewed by the Examining Officer.
- e) The year-to-date receipts and payments account was considered alongside the budgeted figures.
- f) ML and RW have successfully gained access to make payments online. NW and JC still need to do this. Payment P19 21-22 was inadvertently made twice to Dennington Church. The church has kindly returned one payment. Mandates setting up and authorising payments will be sure to double-check all online payments in future.

## 8. Procedural

- i) The precept and budget for 2022-2023 were discussed again. RW went through proposals for projects under the "Asset Maintenance" banding for the next financial year. It was also agreed to increase the Training budget to £500 for new Councillors' training and possibly the CiLCA qualification. The total cost of the agreed budget was £11,855 but it was noted that the Council did not need to ask for this sum from East Suffolk Council and that it held sufficient reserves for the £2,000 contribution towards the village Jubilee celebrations. RW proposed accepting the amended budget figures and setting the precept at £10,000. This was seconded by NW and carried unanimously. **ACTION** Clerk to request precept before deadline date
- ii) RW proposed supporting the clerk in obtaining her Certificate in Local Council Administration (CiLCA) if she feels able having attended the preparatory session. The course comprises 5 modules which are £50 each plus a registration fee. Costs would be split with two other local Parish Councils, which would result in each paying around £220. The clerk will attend a Preparing for CiLCA information session in February to see if completing this qualification within the required 12 months is possible alongside her current workload and personal commitments.

## 9. Highways and Footpaths Issues

- i) Ward Councillor Freeman has approved our Enabling Communities Budget grant application for another speed sign. It has been ordered and is expected later this month. It is smaller and lighter than the current sign and will be moved between the posts on Badingham and Saxtead Roads.
- ii) The second dog waste bin has now been installed and an invoice raised.
- iii) Other:
- The Chair has met with Cllr. Burroughes and Saxtead Parish Council to discuss SCC's lorry consultation and has sent a response with our concerns in Dennington. He has also been in discussion with Suffolk Highways regarding a potential school crossing patrol or a zebra crossing. A traffic survey will be carried out shortly and it is hoped that the results of this can be reported at the next meeting.
  - It was noted that signage for the 'Quiet Lane' project has now been installed locally, but, frustratingly, important Highways warning signs have not been replaced. The sign damaged near the church 3 years ago still hasn't been replaced, despite SCC having the details of the person who damaged the sign and RW's persistent chasing.
  - The road near Wash Farm is flooded again and the piped ditch needs jetting. Frostley Bridge still has not been repaired. Flooding next to the bridge is hazardous for drivers and it is thought that a pipe here also needs unblocking. The verge along the A1120 adjacent to Spring Farm is continuing to erode, resulting in a large trench forming beside the road which could be hazardous to any vehicle overhanging the edge.
- ACTION** RW will report these issues to SCC and Cllr. Burroughes.

- 10. The Jubilee Committee now comprises seven members and has had its first meeting.** There will be an open meeting on 20<sup>th</sup> January where residents will vote for their favourite events and activities to celebrate the Platinum Jubilee in the village. RW encouraged Councillors to attend if possible. The Parish Council has pledged £2,000 to the events. Opening a new bank account may be difficult for the Committee but the Parish Council can hold the funds and ring-fence them, and then make online bank payments when necessary.
- 11. Correspondence received since the date of the last meeting was discussed.**
- i) Letter of resignation from Councillor Mary Mann  
It was noted that MM has been on the Parish Council for over 30 years and she will be very much missed. The Parish Council cannot purchase a gift for any Councillor or individual but RF suggested that Councillors who have been in office for at least 30 years could have a plaque installed on a future village bench and Councillors themselves donated towards a retirement gift for MM.  
**ACTION** NW to purchase this gift. LK to speak to ML regarding writing to thank Mary.
  - ii) Lapsed election notice regarding Thomas Mountain- this vacancy can now be filled via co-option.
  - iii) Casual vacancy notice regarding Mary Mann – the notices are currently on display
  - iv) Newsletter and request for financial assistance from St Elizabeth's hospice – it was agreed not to donate at this time as there are so many charities who the Parish Council could support, and that a limit on donations has to be reached but individual Councillors could donate if they so wished.
  - v) A letter confirming a successful discretionary business rate relief review for the Sports Club for the next 3 years was noted.
  - vi) RW has been in liaison with SCC regarding the possibility of installing a grant-funded electric vehicle charging point near the bus shelter. There were some concerns about the scheme and RW is awaiting further information from the SCC representative regarding the liability of maintenance & repair, insurance and end-of-life costs etc. It is hoped that it could use the same electricity supply as the bus shelter to save another daily service charge. This will be discussed again at the next meeting.

#### **PUBLIC SESSION**

There were no members of public present but RW went through Cllr. Burroughes' report in his absence.

- 12. Matters to be raised at the next meeting**  
Electric vehicle charging point
- 13. The date of the next meeting was confirmed as 7.30pm on Monday 14<sup>th</sup> March 2022.**  
*There being no further business, the Vice-Chair thanked Councillors for attending and closed the meeting at 8.35pm.*