

## **IXWORTH AND IXWORTH THORPE PARISH COUNCIL**

*Minutes of the Annual Parish Council meeting of Ixworth & Ixworth Thorpe Parish Council held in Ixworth Village Hall on 26<sup>th</sup> May 2021 at 7:30pm*

**Present:** Councillors (Cllrs) Ben Birrell (Chairman), Sophia Wilson, Pam Shelton, Terry Lilley, Ben Lord, Vicky Sutton, Steve Wilson and Debra Reay

**Also Present:** Mandy Adlington (Parish Clerk), County Councillor (C Cllr) Joanna Spicer MBE, District Councillor (D Cllr) John Griffiths MBE and five members of the public

### **1. Election of Chairman**

Cllr Ben Birrell was elected as Chairman.

Cllr Birrell thanked Cllr Lord for all his dedication as Chairman leading the Council for the last five years. Cllr Lord has supported me and others over those years with his dedication to the role.

Cllr Birrell also welcomed the two newly elected Cllrs and looked forward to working with them.

### **2. Apologies for Absence**

No Councillors were absent.

### **3. Declarations of Interest**

No declarations were made.

### **4. Minutes of the Previous Meeting**

The draft minutes had previously been distributed to all Councillors and taken as read.

It was agreed by all present that the Chairman sign the minutes as a true record of the meetings held on 28<sup>th</sup> April 2021.

### **5. Report from County Councillor Joanna Spicer MBE**

C Cllr Spicer also thanked Cllr Lord for his work as Chairman in the last five years. C Cllr Spicer also welcomed the two new Cllrs.

C Cllr Spicer gave the following updates on the following;

- **Ixworth Thorpe** – C Cllr Spicer reported that Cllr Sophia Wilson and D Cllr John Griffiths had met with a highways officer in Ixworth Thorpe. C Cllr Spicer stated that they give an update on what happened at the meeting. C Cllr Spicer thought she had received a report on the meeting.
- **Highways** – Sam Bye the highways officer that C Cllr Spicer usually deals with is moving on and a new officer will be in place soon. C Cllr Spicer has requested a meeting with the new officer to formulate on Suffolk County Councils (SCC) position on Ixworth and Ixworth Thorpe. C Cllr Spicer wished the report to clearly layout SCC's position on such things as schooling, highways, public access, rights of way and other items that come under SCC highways remit. Once the report had been formulated, she would request a discussion point be added to the Parish Councils agenda to discuss further.
- **Pakenham Fen Meadow** - C Cllr Spicer stated she was not sure whether the Council were aware of discussions around Pakenham Fen Meadow in relation to Sizewell being constructed. The final decision for this lies with the Government. Over the last few months it has caused a lot of controversy, such as misinformation being advertised, in Pakenham and C Cllr Spicer urged the Parish Council to work with Pakenham Parish Council as this develops.
- **Primary School** – In relation to the dropped kerb discussed previously C Cllr Spicer had arranged a meeting with the school but unfortunately she was unable to attend so Cllr Lord was asked to go in her place. Cllr Lord stated the meeting highlighted that things were not as straight forward as they first looked due to parking spaces that had been created. A report would be written and given to the school for the to re-valuate. However, more money may be required to solve the problem.
- **SET Ixworth** – The school for the first time is oversubscribed and they have had to turn away thirty two requests for pupils to attend.
- **Thistledown Drive** – no update to report

Cllrs asked the following questions;

Cllr Sophia Wilson requested that C Cllr Spicer forward the report on Ixworth Thorpe to the Council – C Cllr Spicer agreed to do this.

Cllr Reay informed members that she had attended a meeting of Risby Wildlife Group and explained they were working with lots of groups on lots of projects. Cllr Reay urges all to partner up with other groups in the area – C Cllr Spicer agreed working together with various groups was a good idea. C Cllr Spicer thanked Cllr Lord for arranging his recent meeting with Chairman's of neighbouring Councils to discuss the Bloor Homes planning application.

Cllr Lord requested an update on the following;

a letter had been sent initially to Andrew Reid in January and a follow up letter was sent in April concerning the condition of the pavements in Scott Road. As yet no response has been forthcoming. Cllr Lord reminded all that a resident had tripped on the damaged pavement and sustained serious injuries, a broken wrist, a twisted ankle and required dental surgery. The letter requested information on what SCC were going to do about the pavement.

Is there any progress on SCC clarifying their position following the recent inquest into the unfortunate death on the A143.

C Cllr Spicer stated she would follow these issues up.

## **6. Report from District Councillor John Griffiths**

D Cllr Griffiths started by thanking Cllr Lord for his work as Chairman for the past five years. D Cllr Griffiths thanked all Cllrs for their work through the difficulties the pandemic has created and welcomed the two newly elected Cllrs.

D Cllr Griffiths reported the following;

- **Annual Report** – The Annual report for West Suffolk District Council (WSDC) will be available to view on the website soon
- **Grant/Loans** – During the pandemic WSDC have been able to award over £105m to businesses to assist them through the crisis.
- **Group Cooperation** – D Cllr Griffiths agreed various groups working together to help this and neighbouring communities was a particularly good idea and if there was anything he could help with then please let him know
- **Persimmon** – The planning application as you are aware has been withdrawn
- **Crown Lane Development** – The planning officers at WSDC are discussing with the landowners options for this development
- **Locality Budget** – As it is now a new financial year, I would like various groups within the Parish to apply for a grant

## **7. Statutory Business – Governance of the Council**

All documentation for this item distributed to Cllrs via online secure Cllr website.

The following were adopted and confirmed;

- **Core Polices** - Standing Orders, Code of Conduct and Financial Regulations
- **Committees and Working Groups** – Financial Committee, Staffing Committee, Policies and Resources Committee, NPWG and Cemetery Working Group. Terms of Reference were confirmed for each Committee or Working group
- **Policies** – all policies of the Council were re-adopted
- Confirm members of each Committee/Working Group
  - (i) Staffing – Cllr Lord, Birrell & Wilson
  - (ii) Financial Committee – four Cllrs – Cllrs Lilley, Lord, Sutton and a vacancy
  - (iii) Cemetery Working Group – Cllr Lord Shelton & Lilley and a vacancy
  - (iv) NPWG – Cllr Birrell as Chairman of the group) & Cllrs Lilley, Wilson and Lord
- **Burial Officer** – The Clerk was confirmed as the Burial Officer with delegated authority for the day-to-day administration of the Cemetery.
- **Fidelity Guarantee** – the fidelity guarantee was confirmed at £250,000
- **Review Asset List** – the asset list was reviewed, Cllr Steve Wilson noted that the Parish Council leaf blower was not on the list. The Clerk stated she would amend the list.
- **Review Internal Control** – It was agreed by all present that the Chairman sign the internal control report and statement.
- **Councils Health & Safety Officer** – Cllr Lilley was confirmed as the Parish Councils health and safety officer

It was agreed that Mandy would arrange collection of the leaf blower from Cllr Steve Wilson.

Cllr Steve Wilson agreed to fill the vacancy on the Cemetery Working Group.

### **8. Public Forum**

The following questions were asked by a member of the public;

- What was on the list of projects in May 2021 and which ones have been resolved
- What is on the current list of projects
- whether it would be possible in future to include in the minutes, the name of the person or persons who are given responsibility for taking action on each issue

The Chairman read out current projects and informed the member of the public the full list will be added to the agenda for June.

The Clerk will respond fully to the other queries.

The following comments were made by a member of the public present;

- Parishes running from Bury St Edmunds up the A143 should possibly work together in the future. All Parishes will be having housing developments over the coming years. Working together would get the correct structure in place to cope with the increased dwellings
- Green Ixworth will be consulting with the residents and landowners in and around river Black Bourn about future projects there.
- Pakenham Fen – The proposed new fen pasture may or may not be a benefit to the Parish. If the control of water flow is not handled correctly it will cause problems in our river. Once again working together with Pakenham PC and other large organisations will be a benefit to the community.

D Cllr Griffiths agreed that all community groups and both the district Council and the County Council should work together to bring the best results for the community.

### **9. Planning**

**DC/21/0984/TPO** – one Sycamore – remove basal epicormic growth – Woofersend, 8 Garrod Place, Ixworth

**No Objection**

**DC/21/0977/HH** – install two air source heat pumps – Old Pumping Station, The Filter House, Baileypool, Pakenham

**No Objection**

### **10. Accounts**

The following accounts were agreed for payment;

BACS	Staffing	1260.37 (paid 12.05.21))
BACS	Society of Local Council Clerks	£166.00
BACS	Willowserve (Cemetery)	£1080.00
BACS	J R Garden Services	£560.00
BACS	B Lord (Survey Monkey Refund)	£99.00
Direct Debit	NEST	£53.36 (paid 12.05.21)

The RFO (Responsible Finance Officer) was authorised to transfer £3500 by on-line transfer from the business account to the community account.

Cllr Wilson would authorise online the payments above.

The RFO reported that the previous years accounts had been passed to the internal auditor.

### **11. Annual Parish Meeting (APM)**

The Clerk explained that normally the APM should be held before the 31<sup>st</sup> of May. Due to all the confusion over meetings and covid restrictions the Clerk had sought advice from National Association of Local Councils. NALC advised that a meeting should be held and if late then there would be no problem with this.

The Clerk suggested 21<sup>st</sup> July 2021 at 7pm at a venue to be confirmed. It was agreed to try and have a meeting like previous ones where groups within the village are asked if they wish to make a report.

Cllrs Birrell and Reay volunteered to arranged meet to discuss booking a venue and arranging to an article in the magazine requesting if residents had any topics they wished to discuss.

## **12. Chairman's Report**

The new Chairman has nothing to report at this point.

## **13. Clerks Report**

The Clerk reported the following;

- **Website** – The new website was newly completed and in the next few weeks the new web address would be given. The website will always be an ongoing development and will update and change over the coming months and years.
- **Clerks Holiday** – The Clerk reported she would be on holiday from Friday 18<sup>th</sup> June 2021 until Sunday 4<sup>th</sup> July 2021. An out of office will be set. The Clerk reported that she would check every few days and any thing urgent would be passed to the Chairman or a relevant Councillor.

## **14. Correspondence**

The following correspondence:

- Resident – Chalk Lane Concerns
- WSDC – Community re-start Fund x 2
- WSDC - Open Spaces consultation x 3
- WSDC – Parish Forum – 14.07.2021
- Residents' questions for public forum
- Jiggins Trust – Grant Request
- Cllr Spicer – email to School
- R Spiller – email to Cllr Lord
- S Spiller – Background to question at public forum
- R Spiller – Correspondence with Persimmon
- Ixworth Surgery Patients Association Annual Report
- Pakenham PC x 3 – Pakenham Fen (Sizewell)
- Joanna Spicer – Pakenham Fen
- Keep Britain Tidy

It was resolved that Cllr Steve Wilson respond to the Open Spaces consultation.

It was resolved to contact the Jiggins Trust to discuss further their request for an ongoing grant to assist in funding a youth club assistant.

It was resolved that after receiving information from C Cllr Spicer on Chalk Lane, the Clerk would contact the concerned resident.

The Clerk was instructed to respond to the questions raised in the public forum.

## **15. Councillors Reports**

Cllr Reay requested that the Councils position on climate change be added to a future agenda for discussion. It was agreed by all present to add this for discussion.

Cllr Sophia Wilson requested if data from the Vehicle Activated Sign in Ixworth Thorpe had been received. The Clerk stated not yet, and she would chase again.

## **16. Date of the Next Meeting**

The date of the next meeting was confirmed as 9<sup>th</sup> June 2021 at 7.30pm in Ixworth Village Hall.

With no further business the meeting closed at 9.25pm

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Signed

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