

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

*Minutes of the Annual Parish Council Meeting of Ixworth & Ixworth Thorpe Parish Council held at Ixworth Village Hall on Wednesday 9<sup>th</sup> May 2018 at 7:30pm*

**Present:** Cllr Ben Lord (Chairman) Cllrs David Reeve, Nick Laughton, Pam Shelton, Trevor Anderson, Ben Birrell and Terry Lilley

**Also Present:** Mandy Adlington (Parish Clerk), C Cllr Joanna Spicer MBE, B Cllr John Griffiths MBE and eleven members of the public

The Chairman, Cllr Lord, welcomed the newly co-opted Councillor Terry Lilley to the Council.

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

Cllr Ben Lord was elected as Chairman for the coming year. There were no other candidates. Cllr Lord signed the Declaration of Acceptance of Office.

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

Apologies were received from Cllrs Wilson and Rowe – apologies were accepted by all present.

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

Cllr Lord declared a non-pecuniary interest in item 13, correspondence, as he was the sender of a letter on behalf of The Royal British Legion.

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

It was agreed by all present the Chairman sign the minutes as a true record of the meetings held on 11<sup>th</sup> April 2018.

### **5. Public Forum**

As many members of the public present were to comment on the closure of the Post Office the Chairman read the following statement on behalf of the Parish Council;

As we all are aware, the community has faced a significant interruption to post office services in Ixworth which has been hosted by Chapman's Stores which was entirely unexpected and done by the Post Office themselves who pledged to make interim measures whilst the long-term future of the Post Office was considered. Sadly, the Post Office have reneged on providing interim services despite mounting pressure from Chapman's Stores, ourselves here at the Parish Council, and colleague councillors at St Edmundsbury and Suffolk County Councils.

Earlier today, I was informed by Chapman's Stores that the Post Office have taken the decision to terminate their contract offering post office services. The reasons for this remain a private business matter between the two parties concerned but I would like to firstly, on behalf of the community, thank Chapman's Stores for having provided this village with Post Office services for the past 2½ years. Without their willingness to put the community first by hosting this facility, we would have almost certainly lost our post office back at the beginning of 2016. Although the Post Office have taken the decision to cease services in Ixworth, it should be noted that Chapman's Stores had decided in light of the inept performance of the Post Office to deliver interim services to the community over the past ten weeks that they were going to terminate their hosting of the post office. This was further reinforced by the fact it was becoming unviable to offer the service as well which suggests that whilst a large proportion of the community did use the facility, it was not being used to avoid it becoming an unviable facility.

Whilst I am sure many will have questions as to why this decision has been taken by the Post Office, the focus of this community now must be on the future provision of Post Office services in Ixworth. I have today reached out to community leaders at the Borough and County Councils who both firmly believe that the Post Office have let this community down dreadfully and that an urgent solution must be found. The Parish Council have therefore written to the Chief Executive of the Post Office today requesting an urgent meeting to reach a solution to getting services reopened in Ixworth as soon as possible. We recognise that this continues to be massively inconvenient for many people and is not an ideal situation, but we are committed to ensuring that an expanding village, designated a key service centre by St Edmundsbury, re-establishes such a critical facility as

quickly as possible. It is widely anticipated, given the lack of vacant retail premises within the village or retail premises with adequate space, that a future solution would come in the style of a community post office and we have today opened immediate dialogue with key stakeholders to see where such a facility could be opened in the village without further hindrance and delays. This does not mean the Parish Council will run such a new facility – we are simply lobbying and harnessing together the interest of all key stakeholders in ensuring we get the right outcome for the village to minimise the inconvenience this has caused.

As soon as new information becomes available, we will update people through the Ixworth Facebook page, the magazine and at future Parish Council meetings.

A discussion was held by all parties present about the importance of keeping this vital service within the village. The chairman stated that the Parish Council were committed to do everything it could to keep the service within the village.

Comments made by other resident's present were;

- **War Memorial** – when will the refurbishment of the lettering be completed
- **War Memorial Planter** – when will this be installed
- **Telephone Kiosk in Stow Road** – as per correspondence later The Royal British Legion wish to adopt the kiosk. A resident suggested removing the pay phone sign at the entrance to the village as the kiosk on longer has a telephone installed
- **Flooding in Stow Road/Peacock Rise and various area within the village** – was there any further information on when these issues would be addressed
- **Emergency Access Sign for the gate in Commister Lane** – when would this be installed
- **Speed Signs in Ixworth** – can flashing 'Slow Down' speed signs be discussed at the June meeting
- **Speedwatch** – the Speedwatch co-ordinator showed the members new signs that needed installing within the village

The Clerk reported that, as reported at the April meeting, Saxon Monumental stated the installation of the planter and the refurbishment of the lettering on the war memorial would be completed by the end of May. The Clerk agreed that she would contact Saxon again to confirm.

The Clerk reported the sign for the gate was now completed and once collected it would be installed as soon as possible.

Cllr Lord presented C Cllr Spicer with various photographs of flooded areas within the village explaining that these areas flood with normal amounts of rain, not just when an exceptional amount of rain falls in a short space of time.

C Cllr Spicer responded by explained that Suffolk County Council had been concentrating on flooding areas that affected residential properties and businesses. C Cllr Spicer also explained that the drain near Stow Road/Peacock Rise was under the road and was not scheduled to be looked at this year.

Cllr Birrell volunteered to help install the new Speedwatch signs and the Clerk confirmed a discussion of 'Slow Down' flashing signs for Ixworth would be on the agenda for the June meeting.

#### **6. Report by County Councillor Joanna Spicer MBE**

C Cllr Spicer explained that as previously reported a meeting with Mark Wedgewood, herself and a representative of the Parish Council was held in the village. The following points below were discussed;

- **Mulley's Roundabout** – Mark would push to arrange a meeting with Marketingforce as soon as possible
- **Litter on the by-pass** – all were very shocked at the amount of litter on the verges of the by-pass
- **Ghost Island access to New Development** – Mark would speak with Sam Bye at Suffolk County Council on this issue, though planning had already been given
- **Footbridge Over the By-Pass** – Mark was very interested in the plans for this option to cross the by-pass

C Cllr Spicer also reported on the following;

- **Hempyard Bridge** – the cost of repair had now increased to £200,000 so it looks like this will not be repaired this year. S.C.C. have accepted ownership and various issues had been found in the recent report received
- **Flashing ‘Slow Down’ signs for Ixworth Thorpe** – C Cllr Spicer hoped this issue was now nearly sorted and permission would be given to install flashing ‘Slow Down’ signs in Ixworth Thorpe
- **Vertas** – no news on this planning application yet

A full and frank discussion took place about the members and residents disappointed about highway and other County issues not being addressed in the Parish. It was once again highlighted to C Cllr Spicer that all accepted she was trying her best for the Parish, but her County Officers were letting her down. It was agreed by all present that the Chairman write to the Leader of Suffolk County Council highlighted the longstanding County Council issues within the Parish.

### **7. Report from Borough Councillor John Griffiths MBE**

B Cllr Griffiths reported the following;

- St Edmundsbury Borough Council and Forest Heath District Council had been given permission to merge and become one Council known as West Suffolk.
- The Vertas planning application was still being considered but deadlines had been set by the planning officers
- The planning application for the Crown Lane development had not yet been decided. The planning officers were looking at various issues including issues surrounding the spine road

### **8. Planning**

<b>DC/18/0670</b> – fell 12no Leylandii trees – The Priory, high Street, Ixworth	<b>No Objection</b>
<b>DC/18/0679</b> – (i) 1no dwelling (ii) replacement garage to serve existing dwelling – Land adjacent to Gibbons, Stow Road, Ixworth	<b>Objection</b>
<b>DC/18/0714</b> – 1no Cedar reduce by 6 metres in height and 4 metres in lateral spread – Dairy Farm, Dairy Farmhouse, Thetford Road, Ixworth	<b>No Objection</b>
<b>DC/18/0713-</b> 1no Beech and 1no Redwood, fell – River House, High Street, Ixworth	<b>No Objection</b>

### **9. General Data Protection Regulations**

The following policies were adopted by the Parish Council;

Data Protection Policy, Computer/Telephone Misuse Policy, Electronic Communication Policy, Information Protection Policy, Removal Media Policy and Retention of Documents Policy.

### **10. Accounts**

#### **10a**

The following accounts were agreed for payment;

Chq No 1208, 1209, 1210	Wages	£1257.32
Chq No 1211	S M Pest	£48.00
Chq No 1212	L.C.P.A. S	£300.00
Chq No 1213	M & TJ's	£1320.00
Chq No 1214	Zurich Municipal	£926.90
Chq No 1215	A Adlington (ICO)	£35.00
Chq No 1216	Ixworth village Hall	£163.75
Chq No 1217	Multisigns	£36.00
Chq No 1218	RBA Solutions	£288.00
Chq No 1219	John A Welton	£104.88
Direct Debit Nest Pensions		£23.01

The RFO was authorised to transfer £5000 by on-line transfer from the reserve account to the community account.

#### **10b**

After reviewing Section 1 of the Annual Governance Statement of the Annual Return, for year ending 31st March 2018 it was resolved that the Council had ensured there is a sound system of internal control. It was resolved that the Chairman and Clerk could sign this section of the form.

#### **10c**

After reviewing the figures in Section 2 of the Accounting Statement of the Annual Return, for year ending 31st March 2018 it was resolved that these figures were correct. It was resolved that the Chairman and Clerk could sign this section of the form.

#### **10d**

It was resolved the fidelity guarantee was sufficient at £250.000.

#### **10e**

The internal auditor reported verbally to the RFO that there were no issues to report in the accounts dated 1st April 2017 to 31st March 2018.

The internal financial controls were reviewed, and it was resolved that current controls were acceptable.

### **11. Ixworth Cemetery**

Cllr Anderson reported he was obtaining quotes for the installation of posts along the end of the grass area on the new section of the Cemetery. Hopefully the posts will stop cars parking on the grass near the burial plots. The Clerk reported she was arranging meetings to obtain quotes for levelling the sunken graves, hedge trimming and re-turfing the chalk area. Cllr Lilley volunteered to join the Cemetery working group, this was agreed by all present.

### **12. Village Sign**

Cllr Laughton reported that the installation of information boards near the village sign was progressing well and they would be fitted soon.

### **13. Correspondence**

The following correspondence was received;

- **Green Acre Ixworth Thorpe** - Speeding
- **Chalk Lane Residents** – Chalk Lane Roundabout and safety
- **Suffolk Police** – Have your say at Meetings
- **St Eds x 3** – Old Post Office BSE-PC Conference & Ward Boundary Changes
- **Mr Loftus**- High Street Flooding
- **Ixworth RBL** – Telephone Kiosk, Stow Road
- **Ms Amps** – Safety Concerns

It was agreed that the Chairman, Cllr Lord, would reply to Ms Amps. The Clerk was instructed to write to the two interested parties willing to adopt the Stow Road kiosk requesting further information of how they would use and maintain the kiosk.

### **14. Annual Parish Meeting**

It was agreed to hold the Annual Parish Meeting on Wednesday 6<sup>th</sup> June 2018 at 7pm in Ixworth Free School.

### **15. Chairman's Report**

Cllr Lord reported that his meeting with the new head teacher of Ixworth Free School had been postponed but he hoped he would be able to rearrange soon. Cllr Lord also stated he hoped to arrange a meeting with Ixworth Primary School new head teacher.

Cllr Lord also suggested that the Council begin awarding Community Recognition Awards at the Annual Parish Meeting (APM). However, since the A,P,M. was scheduled for the 6<sup>th</sup> June perhaps it could be arranged to hold an evening in September or October this year and then continue at each A.P.M. It was agreed by all present and to finalise at the June meeting.

**16. Clerk's Report**

The Clerk reported the following;

- **Play Area** – Playdale have been instructed to carry out the repairs highlighted in the recent play area inspection. A quote was also being obtained for replacing the bark under the large climbing frame.
- **Village Hall** – Registering the land was still on-going
- **Outstanding Issues-** quotes for the removal of the tree stump at the Cemetery and Ixworth Thorpe were still being sort, information on Parish Surgeries were still being sort and paperless planning application were also being investigated

**17. Councillors Reports**

Cllr Lilley wished to highlight the continued problem with parking in the High Street. Cllr Lord stated he would contact PC Andre DeJongh to discuss.

Cllr Reeve requested if the trees along the Norton Road, which the PC planted some years ago, could be added to a future agenda. It was agreed by all present.

Cllr Birrell highlighted the problem of parking outside the Primary School. On numerous occasions he has seen near misses of children being knocked down. A discussion took place on what could be done to about this situation. Cllr Lord stated he would speak with PC Andre Dejongh.

**18. Date of the Next Meeting**

The date of the next meeting was confirmed as Wednesday 13<sup>th</sup> June 2018 at 7.30pm in Ixworth village Hall.

With no further business the meeting closed at 9.35pm.

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Signed

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Date