

**LACKFORD PARISH COUNCIL**  
**Minutes of the meeting held on Monday 11<sup>th</sup> October 2021**

**Councillors present:** Stan Green (Chairman), Harry Lidster, Steve Jones, Roland van Wijk and Andrew Ramsay.

**Also present:** District Councillor Susan Glossop, County Councillor Rebecca Hopfensperger and two members of the public

**1. Acceptance of apologies for absence**

Apologies were received from John Coldwell and Naomi Palmer and the reason for absence accepted.

**2. Declaration of Interest in items on the agenda and dispensation requests**

No councillors declared an interest in any items on the agenda and no dispensation requests were received.

**3. Approval of minutes of Annual Meeting of the Parish Council held on Monday 17<sup>th</sup> May 2021**

It was resolved that the minutes were correct. The chairman signed them.

**4. Public session**

The following items were raised during the public session:

a) Outstanding highways actions along the A1101

The hedge along the A1101 has still not been cut back forcing lorries out into the middle of the road. Beccy Hopfensperger explained that some of the hedging belongs to West Suffolk Council and a notice will be issued to them asking them to cut the hedge back. She will also take it up with the new portfolio holder for Highways. If she does not have any success, she suggested the Parish Council writes to the Chief Executive of Suffolk County Council.

**5. County Councillor's report**

Beccy Hopfensperger spoke about the following:

- The progress of the meetings she arranged to tackle the problem of flooding from the River Lark. Unfortunately the representative from the Environment Agency did not attend. She explained that the ditches near the trout lakes belong to West Suffolk Council. Beccy Hopfensperger has spoken to West Suffolk Council to ask them to clear them.

Bury Trout Club is going to contact the Environment Agency to ask if they will reconsider the information they will accept before the club can carry out any work on the banks, as they were asked to provide some modelling which would cost £10 - £20,000, which is beyond the budget of a small club.

Beccy Hopfensperger asked for feedback following the visit from the ANPR camera in July. Councillors said that they were not aware that it had been to Lackford. Beccy Hopfensperger agreed to follow up with Highways.

**6. District Councillor's report**

District Councillor Susan Glossop spoke about the following:

- The Bury Christmas fayre is not taking place this year, but a lot of events have been arranged in the run-up to Christmas. Information is available on the Bury and Beyond website at <https://www.visit-burystedmunds.co.uk/>
- She has put some funding towards tree works at Lackford church.
- West Suffolk Council is providing homes for two Afghan families in Bury St Edmunds.

A question was asked about the Police and Crime Commissioner coming out to discuss speeding with rural villages. Susan Glossop agreed to discuss arrangements for a meeting about speeding with the clerk.

**7. Update on list of actions agreed at the last meeting**

There was one outstanding councillor action.

The Parish Council contacted McDonald's at Barton Mill about the amount of packaging along the verges of the A1101 and received the following response:

*Thank you for your email, which has been forwarded for my attention from Paul Pomroy, our Chief Executive Officer.*

*I would like to start by offering my apologies for our delay in writing to you. I can appreciate how this has only served to cause further frustration.*

*We've been working hard to reduce the amount of litter on our streets, but we know it's frustrating for residents and businesses alike when members of the public choose to dispose of their litter irresponsibly. For many years we have been sending out daily litter patrols and organising larger 'clean up' events.*

*I have been in contact with our Barton Mills restaurant who advised that the village in question is located 6 miles from the restaurant on the other side of busy dual carriageway. I regret to say that it is not within the litter patrol distance and from a risk assessment we are unable to send our employees this far away on such dangerous country roads.*

*We value customer feedback, and I've passed your comments to the management team at the restaurant to use as part of our regular reviews.*

The clerk was also asked to contact Mildenhall airbase as a lot of American fast food packaging can be found along the verges as well.

## 8. Finance

### a) Approval of any payments and signing of Schedule of Payments

It was resolved that the following payments would be approved:

- J P Kirk – expenses - LGA 1972, s111 - **£17.16**
- Risby Parish Council - phone costs (<sup>2</sup>/<sub>6</sub> of cost of clerk's mobile phone) - LGA 1972, s111 - **£23.90**
- Risby Parish Council – monthly pension payments - LGA 1972, s111 - **£10.00**

Stan Green and Steve Jones signed the Schedule of Payment. The Chairman countersigned it.

### b) Approval of payments authorised between meetings

It was resolved that the following payment would be approved:

Came and Company – insurance - LGA 1972, s111 – **£338.40**

### c) Statement of receipts and payments made since the last meeting

#### Receipts

#### Payments

Date	Minute	Description	Supplier	Total
18/05/2021	270/10a	Clerk's expenses	Lackford Parish Council	£6.00
18/05/2021	270/10a	Internal audit fee	Mrs C Whitaker	£65.00
18/05/2021	270/10a	Zoom subscription 1/8	J Kirk	£17.99
18/05/2021	261/7c	Churchyard maintenance	Lackford PCC	£280.00
18/05/2021	270/10a	Rent off church for meetings	Lackford PCC	£230.00
18/05/2021	270/10a	Donation	Lackford Community Council	£400.00
17/06/2021	271/10f	New bench	Realise Futures CIC	£463.44
12/07/2021	261/7c	Grass cutting	West Suffolk Council	£33.22
12/08/2021	261/7c	Grass cutting	West Suffolk Council	£33.22
10/09/2021	273/8a	Pension costs	Risby Parish Council	£10.00
07/10/2021	265/7a	PAYE	HMRC	£146.20
08/10/2021	273/8b	Insurance	Came & Company	£338.40
Staff costs as per confidential cash book				

### d) Bank balances as of 4<sup>th</sup> October 2021

Barclays current account	£4,201.90
Monmouthshire Reserve Account	£10,538.92
<b>Total in Banks</b>	<b>£14,740.82</b>

Stan Green and Steve Jones verified and signed the bank statement.

### e) Signatory to complete the checklist of Internal Controls

Steve Jones completed and signed the checklist of internal controls.

### f) Approval of the continued use of electronic banking

It was resolved that electronic banking would continue to be used.

g) **Six month budget review**

<b>Receipts</b>	
Budgeted	£5,274
Actual	£5,274
<b>Difference</b>	<b>£0</b>
<b>Payments</b>	
Budgeted	£5,474
Actual	£3,576
<b>Difference</b>	<b>£1,898</b>
<b>Overspends as of 23/09/21</b>	
<b>Insurance</b>	
Budgeted	£330
Actual	£338
<b>Difference</b>	<b>-£8</b>
<b>Other payments (see separate explanation)</b>	
Budgeted	£50.00
Actual	£386.20
<b>Difference</b>	<b>-£336.20</b>
<b>Explanation</b>	
New bench	£386
Less budget allocation	£50
<b>Difference</b>	<b>£336</b>

One item of expenditure was not included in the budget – the purchase of a new bench. Budgeted expenditure is currently on track.

h) **Procedure for online banking**

It was resolved that:

- The document 'Procedure for dealing with online banking' would be approved.
- Roland van Wijk and Harry Lidster would be set up with online access.
- The Service Administrator (the clerk) and one councillor or two councillors would be authorised to make online payments once the bank mandate has been amended.

9. **Planning**

No planning applications have been received.

10. **Highways/rights of way matters/tree or transport issues:**a) **Grass cutting in Lackford**

It was resolved that:

- The Parish Council would ask West Suffolk Council not to cut the Green on Kent Road during May.
- The Parish Council would ask West Suffolk Council to start cutting the Green in Holden Road from the start of the season as there are no daffodils in this area. This decision will be reviewed in a year.

b) **Update on the Lark flooding meeting and site visit**

See item 5 above.

11. **To discuss the following policy documents:**a) **Updated Financial Regulations**

It was resolved that this item would be deferred until the next meeting.

b) **Updated Standing Orders**

It was resolved that this item would be deferred until the next meeting.

c) **Procedure for dealing with emails**

It was resolved that this item would be deferred until the next meeting.

12. **To discuss the draft Emergency Plan and Emergency Plan leaflet**

It was resolved that councillors would review the document and add in local information.

**13. To discuss the following village issues raised at the Annual Parish Meeting**

**a) Suggestion to hold a 'No Mowing May'**

See item 10a above.

**14. Correspondence**

**a) Correspondence about the Queen's Platinum Jubilee**

- Letter from Lord Lieutenant for Suffolk about the Festival of Suffolk 2022 to celebrate the Queen's platinum jubilee and the suggestion to appoint a Festival Community Champion
- Email from SALC about community celebrations for the Queen's Platinum Jubilee
- Email from West Suffolk Council about the Queen's Green Canopy project

Lackford Community Council is hoping to organise an event and is thinking of possible ideas. It was resolved that the Parish Council would provide a Jubilee tree and plaque for the churchyard and take on the responsibility for maintaining it.

- Email from SALC about the Queen's Platinum Jubilee beacons on 2<sup>nd</sup> June 2022

It was resolved that no beacon would be purchased.

**b) Boundary Commission consultation**

The Boundary Commission's recommendation is that Lackford will be part of a new Risby ward. The current consultation has now closed, however a second consultation will take place in early 2022.

**15. Any other business for noting or including on the next agenda**

The suggestion was made to remind residents via the All@Lackford email group about the Lackford Charity and the help available for Lackford residents. The clerk agreed to draft something and circulate it to councillors.

**There being no further business the meeting closed at 9.20pm**

**Signed:** ..... **Dated:** .....