

Meeting: Pavenham Parish Council
17th May 2023 at 8.00pm

Council Cllr Jon Abbott (JA) – late arrival

Members in attendance: Cllr. Thomas Beazley (TB)
Cllr. Gareth D’Cruze (GD)
Cllr. Sara Darlow (SD)
Cllr. Caroline O’Neill (CO)
Cllr. Katie Sharpe (KS)
Cllr. David Smith (DS)

Apologies received: Cllr Jon Abbott for late arrival
Cllr. Doug McMurdo (DM)

Non-attendance:

Borough Council Member:

Clerk to the Council: Rosemary Plum (RP)

Public Attendance: 13 residents

MINUTES OF MEETING

1. Welcome and Introductions

- The Chair congratulated all elected Councillors and looks forward to working with them.

1. Apologies for Absence

- Cllr Job Abbott– late arrival

2. Election of Officers for 2023/24

a) Chair of the Council

PROPOSED: Cllr Thomas Beazley

Nominated by: Cllr David Smith DS

Seconded by: Cllr Sara Darlow SD

b) Vice Chair of the Council

PROPOSED: Cllr Sara Darlow, Cllr David Smith

Nominated by: Cllr David Smith

Seconded by: Cllr Caroline O’Neill

PROPOSED: Cllr David Smith
Nominated by: Cllr Gareth D'Cruze
Seconded by: Cllr Caroline O'Neill

VOTING:

Cllr Darlow – 2 votes

Cllr Smith – 2 votes

CASTING VOTE BY CHAIR in favour of Cllr Sara Darlow

3. Election of Representatives

a) Village Hall & Playing Field Management Committee

PROPOSED: Cllr David Smith
Nominated by: Cllr Thomas Beazley
Seconded by: Cllr Sara Darlow

b) Villager Bus

PROPOSED: Cllr Sara Darlow
Nominated by: Cllr Thomas Beazley
Seconded by: Cllr Karie Sharpe

c) Appointments to working groups:

- I. Footpaths: Cllr Caroline O'Neill
- II. Highways & Pavements: Cllr Jon Abbott & Cllr Katie Sharpe
- III. Spinney & Tree Warden: Cllr Gareth D'Cruze
- IV. Traffic Management: Cllr David Smith

4. Declarations of Pecuniary & Non-pecuniary Interests

- Cllr Thomas Beazley is happy to support the Neighbourhood Development Plan but declared an interest.
- Cllr David Smith is also Chair of the Village Hall Committee.

5. Consideration of applications from Councillors for dispensation

To enable Councillors to participate in the consideration of items on the Agenda in which they have declared an interest.

- Cllr Thomas Beazley is happy to support the Neighbourhood Development Plan but declared an interest.

6. Review of Governance Documents

a) Standing Orders

- Aligned with National Association of Local Government model.

- b) Parish Council Policies
 - Aligned with National Association of Local Government model
- c) Financial Regulations
 - Aligned with National Association of Local Government model
 - Add to Agenda September 2023 for further review
- d) Introduction of Reports from Portfolio Holders
 - Planning
 - Highways
 - Traffic & Speedwatch Group

All Councillors agreed to the introduction of update reports from portfolio holders to be presented at each Parish Council meeting.

It was agreed the Parish Clerk will be copied into all correspondence relating to requests for meetings between Parishioners and Councillors.

7. **Open Forum** (*limited to 15 mins*)

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| I. | Is the Council responsible for maintenance from the Kissing Gate to the War Memorial? The area was reported as overgrown and people cannot walk 2 abreast. There are also a lot of overhanging branches from hedgerows. | TB |
| II. | Spinney hedge usually cut twice a year by TB through Harrold Country Park Wardens and Volunteers. | TB |
| III. | Need in depth conversation with what we want to do with Spinney. Council should have a duty of care but needs further discussion. | RP-next Agenda |
| IV. | Farmers cannot cut hedges between end of February and beginning of September but dispensation on safety grounds include highways and pavements. TB to speak to resident outside meeting to identify the specific areas in need of maintenance. | TB |
| V. | Orange spotted sycamore has not sprouted and tree surgeon will report to Council. Similarly silver birch has been reported and council has still not done anything. | RP |
| VI. | Question raised by resident: How can JA stand on Oakley and Pavenham councils without conflict of interest? JA advised he councillors are legally allowed to stand for election on more than one Parish Council. He did think about whether to stand again for | |

Pavenham and felt he could make a contribution for the Parish for the benefit of people who live here. He feels Oakley, Pavenham, Stevington and Clapham all have very similar interests and views and he is able to represent the views of this community.

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|-------|---|----|
| VII. | Marked increase in speeding lately. What is the time scale for moving speed indicator? | DS |
| VIII. | It's not possible to see the 30mph sign on Church Lane when coming from Felmersham. Can the trees be cleared? | TB |
| IX. | 30mph roundels to need to be repainted throughout the village. | RP |

8. Minutes of Previous Meeting

PROPOSAL: To accept the minutes of the previous meeting.

PROPOSED: Cllrs Jon Abbott

SECONDED: Cllr Sara Darlow

9. Matters Arising from Minutes of previous meeting *(for information only)*

Nothing reported.

10. Clerk's Report *(for information only)*

- As part of a new initiative, the newly elected Mayor Tom Wootton would like to introduce Parish Council meetings into the list of weekly meetings which Democratic Services circulate to all Borough Councillors.
- The Mayor would like the dates of Parish council meetings, as well as the time, location and a key contact, emailed Wednesday of each week. This gives enough time for the meetings to be uploaded onto the Borough Council website and distributed across the council to the Councillors and senior management.

11. Borough Council Report

Cllr McMurdo sent apologies due to Full Borough Council meeting this evening.

Cllr Abbot reported as follows:

- The Borough Council has grown from 40 to 46 members.
- Ward Boundaries have been redrawn.
- Mayor announced all conservative cabinet this evening.
Details available online

- Government subsidy for £2 bus fare being sent to all bus services including Stage Coach but Grant Palmer have rejected it. Remains to be seen whether Stage Coach will continue as they are not making money. Challenges remain for Borough Council in terms of funding bus service into rural areas.

12. Planning Update

a) Recent planning applications, Consents & Approvals

- Top of Close Road – permission was granted over 18 months ago. BPHA have not made any move. There is a cut-off date for work to start (3yrs within work being granted). What are BPHA plans? March 2023 non-material minor amendment decision granted 21/4/23.

RP

13. Highways Maintenance

- Holes patched successfully but there's more to be done.
- No side to the road along Church Lane – little that can be done.
- The Leys drain on the highway – may have a workable solution to the problem or will get engineering to create a new drainage scheme for that area.
- TB asked to put on record thanks to Ricky Dawkes from the Borough Council for his efforts recently at The Leys during flooding. He came out personally and had a team there within hour and a half. Drains were filled with mud again. Leys have undertaken some remedial work on their own land.

14. Traffic Management & Speedwatch Group

- Ongoing on Agenda

RP

15. Environment

a) Path Clearing – date of next event

- SD – will set a date in due course

SD

16. Neighbourhood Development Plan

a) Update

- Revised questionnaire due to be distributed in June 2023. This will be followed by a public exhibition of the updates plan during the summer of 2023.

17. Community Matters

a) Good Neighbour Scheme

- Article going in Villager this month.
- Survey going out with next newsletter,

- SD keep touching base and survey results will be audited.
- Parish Council to expect application for grant.

b) Bus update

- Nothing new reported. Information will be added to Parish Council website.

18. Financial Update

a) Payment of Accounts for Approval

- Insurance is due for renewal
- Clerks salary

Proposed by: Cllr Sara Darlow

Seconded by: Cllr Katie Sharpe

- Handbook – Arnold Baker £131.99

Proposed by: Cllr Thomas Beazley

Seconded by Cllr Jon Abbott

RP

b) Bank Account

PROPOSAL: Clerk to apply for online banking with two signatures for online banking to be maintained. Signatories to be confirmed/added to Bank Account are: Cllrs Thomas Beazley, Katie Sharpe, Sara Darlow and Clerk, Rosemary Plum.

Proposed by: Cllr Thomas Beazley

Seconded by: Cllr Jon Abbott

19. Correspondence

List circulated to members.

20. Date of 2023-24 Meetings

- 24th May 202 – Annual Parish Meeting 8pm
- 19th July 2023 – 7.30pm
- 20th September 2023 – 7.30pm
- 15th November 2023 – 7.30pm
- 17th January 2024 – 7.30pm
- 13th March 2024 – 7.30pm

The meeting was closed by the Chair at 9:35pm

Signed as a true reflection of the meeting:

PAVENHAM
PARISH COUNCIL

Chair