

**Shimpling Parish Council**  
**Minutes of Meeting of the Council**  
**Monday 9<sup>th</sup> November 2020, 7:30pm via ZOOM remote conference.**

**Present:**

**Councillors:** Liz Brunwin (Chair), Katie Haselhurst, Mike Atkins, Colin Johnston, Gerry Shrimpton, Nathalie Brown, Ken Rush

**County Councillor:** Richard Kemp

**District Councillor:** Cllr Stephen Plumb, Cllr Michael Holt

**Clerk:** Natasha Byford

**Volunteer Assistant Clerk:** Stuart Palmer

1. **Apologies for absence:** None received
2. **Declarations of Members Interest(s):**
  - a) **To receive disclosure of pecuniary and non-pecuniary interest(s) including gifts of hospitality in excess of £25:** None made
  - b) **To consider requests for dispensation for the agenda item(s) under discussion:** Chair Liz Brunwin and Cllr Nathalie Brown both attend the Pilates class and the Chair was also Secretary of the PCC so requested that they absent themselves from this item. This was agreed by all Council Members.

**Public Participation session**

Two members of the public (MOP) attended. Nothing raised at this point.

3. **Approval of minutes of the previous meeting:**

The minutes of the meeting held on 14<sup>th</sup> September 2020 were approved.
4. **Chair's report:**

The Chair was pleased to report that the clothing and shoe recycling bank is now in place and has received a positive reaction from village.

As we meet, we are in the middle of another lockdown. The WhatsApp Shimpling Support Group is still up and running for anyone who needs help but the Chair urged residents in the village to look out for their neighbours during this period.

Before lockdown, the Chair met with two other members and the Clerk to discuss the draft budget for next year for discussion at tonight's meeting.

The Chair reported that our new Clerk, Natasha, has made a fantastic start with the help of Stuart, our previous Clerk. Stuart has also very kindly spent several days sorting out the Parish Council archives and this job is now complete. The Chair wanted to take this opportunity to thank Stuart for all his help with this and for mentoring Natasha.
5. **District Councillors report:** Cllr Stephen Plumb and Cllr Michael Holt gave the following updates:
  - Suffolk Coronawatch Bulletins are being produced to give a snapshot of the current Covid-19 situation in Suffolk via the Suffolk County Council website.

- The Home, But Not Alone free phonenumber, which supports vulnerable people in our communities who may be struggling with the impact of Coronavirus, is up and running again in light of this week's lockdown announcement.
- Residents on low-incomes and unable to work because they have been asked to self-isolate by NHS Test and Trace, can now claim a £500 payment to compensate for loss of earnings.
- Great Run have taken the difficult decision to cancel the Great Run Local (GRL) scheme with immediate effect.
- Councillors are set to consider the latest Joint Local Plan.
- Councillors are set to consider a raft of environmental measures developed by a cross-party task force – tackling climate change and furthering the councils' ambition to become carbon neutral by 2030.
- A recent survey has ranked Babergh as having the greatest life satisfaction in the county – reflecting the district's residents, businesses, heritage, and 'natural' beauty.
- Babergh District Council recently agreed outline planning permission for 105 houses in Sroughton – providing 37 "affordable homes" for low income families, opportunity for self-build plots, a community woodland and highways improvements.
- Babergh and Mid Suffolk District Councils recently published their Five-Year Housing Land Supply position statement, evidencing that Government housing requirements can be met by the districts until 2025 and beyond.
- 28 businesses from across Babergh and Mid Suffolk have been shortlisted in the first ever business Innovation Awards.
- Shoppers can now enjoy the very best of Sudbury from the comfort of their front room as the new look Virtual High Street opens its "doors".
- Motorists parking in Babergh and Mid Suffolk can now scrap their paper ticket and go digital – to help protect their health and the environment.
- Babergh and Mid Suffolk District Councillors are united in their response to the Government's Planning for the Future consultation – insisting that proposals must not be at the detriment of local communities and should not lose focus on the challenges facing rural districts.
- Town and parish councils across Babergh recently received much-needed CIL funding collected between 1 April 2020 and 30 September 2020. A total of £143,822 was allocated to 15 town and parish councils in the district. Parish councils receive this money automatically and are eligible for up to 15% of collected funds from their area, subject to a financial cap, with the potential for this to increase to 25% if they have successfully adopted a Neighbourhood Plan.

**6. County Councillors report:** Cllr Richard Kemp attended for the first part of the meeting and give the following update:

- COVID-19 UPDATE – Summary  
Latest Government advice is available here: [www.gov.uk/coronavirus](http://www.gov.uk/coronavirus)  
Latest SCC information is available here: <https://www.suffolk.gov.uk/coronavirus-covid-19/>
- Home, but Not Alone phonenumber goes live again 3rd November 2020  
The Home, But Not Alone free phonenumber, which supports vulnerable people in our communities

who may be struggling with the impact of Coronavirus. The service was paused in August because of low demand and the lifting of Covid-19 restrictions. However, in light of Thursday's national lockdown, the service is now up and running again.

The telephone number is freephone 0800 876 6926 and will be staffed from 9am to 5pm Monday to Friday.

This Home, But Not Alone phonenumber compliments The Suffolk Advice and Support Service phonenumber (0800 068 3131) which helps those with debt, benefits employment or housing worries. This phonenumber, also delivered by the Collaborative Communities Covid-19 Board, is staffed by the Citizens Advice Suffolk Alliance, which includes the eight Citizens Advice Bureaus across Suffolk, and Anglia Care Trust and Ipswich Housing Action Group.

Call handlers use resources and information from across many Suffolk organisations and specialist providers, which are tailored to individual needs.

- Statement from Suffolk County Council following Prime Ministers Lockdown announcement  
Councillor Matthew Hicks, Suffolk County Council's leader, said: "I know it feels like we've been here before, but the truth is, we haven't. A second wave of COVID-19 poses a greater threat to Suffolk life because its very existence shows we need to do even more than we already have, to stop the spread. This is a serious wakeup call. We must now stay or work at home, unless journeys are absolutely essential. This isn't about us as individuals. This is about protecting the NHS and saving the lives of our neighbours and loved ones.

Please everyone, together let's do what Suffolk needs us to do. We've done it before and we can do it again. Our actions today determine the futures of others. Now is the time to stick with it Suffolk".

- County Council AGM  
This month saw the Annual General Meeting of the County Council, which I attended. The AGM should have taken place in May, but was delayed due to COVID-19. Cllr Graham Newman was elected Chairman of the County Council until the next AGM in May 2021. Cllr Louis Busuttil was elected Vice Chairman.

Cllr Brambley-Crawshaw, Leader of the LDGI Group, gave an executive speech praising the dedication of Suffolk County Council officers and public sector workers who have pulled together to combat the pandemic. She also called for more co-operation between local politicians to combat the issues of the pandemic and climate change.

- Proposed motion that would have seen speed limits lowered to 20mph across Suffolk  
At Full Council on the 22nd October, the LDGI Group proposed a motion that would implement a default 20mph speed limit for roads in residential areas and communities across Suffolk's towns and villages, with 30mph limits to be retained only in exceptional circumstances. The motion was supported by both the LDGI Group and the Labour Group, and though some Conservative councillors privately expressed support, unfortunately they were whipped to vote against it.  
Cllr Lindsay, the group's Spokesperson for Highways, Transport and Rural Issues, commented: "By rejecting this motion, the Conservative administration have lost a massive opportunity to improve the lives of their residents, to make the air cleaner, to get more people walking and cycling, and to reduce deaths and injuries on our roads."

SCC has separately announced a publicity campaign “to encourage walking and cycling” that will consist of posters and radio adverts, along with £235,000 funding for Quiet Lanes Suffolk, which parishes can apply for. My group has called for greater commitment from the administration to support walking, cycling and road safety.

- Submitted response to 'Planning for the Future' Consultation

Following the Government's announcement of a consultation on their proposed reforms to the planning system, my group has submitted a response representing the issues of Suffolk's urban and rural areas. The key points of our response were:

Planning decisions must be kept local, as local communities have unique circumstances that will not be reflected if all decisions are taken at a national level.

Planning approval should not be automatic or determined by AI decision-making, which could lead to inappropriate development that does not meet the needs of the local community.

The environment must be safeguarded.

Quality must not be lost for the sake of speed.

Affordable housing must be protected.

- Boundary review consultation on Draft Recommendations continues

Following a delay due to Covid-19, the Boundary Commission consultation on their draft recommendations continues. Recommendations include a reduction to 70 councillors. Any boundary changes will not be implemented until the 2025 elections.

The draft recommendations and boundary changes are available to view on the Boundary Commission's website: <https://www.lgbce.org.uk/all-reviews/eastern/suffolk/suffolk-county-council>

The consultation on these recommendations will run from 15 September – 23 November and can be found here: <https://consultation.lgbce.org.uk/have-your-say/18495>

- Suffolk SEND Service celebrate winning prestigious National Award

Suffolk's special educational needs and disability service (SEND) has won a prestigious national award at this year's Nasen awards.

Nasen is a charity that supports and champions those working with, and for, children and young people with special educational needs and disabilities (SEND) and learning differences. Each year, Nasen hosts an annual awards campaign, which looks to celebrate the achievements of individual and organisations within the SEND sector.

The service won the David Ryan Publication Award which recognises an innovative publication (including e-publications) that have had a positive impact on children and young people with SEND. Suffolk won the award for the Suffolk SEND 16+ Transition Guide. The guide, which was initially created in 2019, was developed to support young people aged between 14-19 years to plan a successful journey towards adulthood. It was created following feedback from families of children with SEND who said planning for adulthood was an extremely challenging and bewildering time and aimed to provide clear information to help navigate them through the system.

Developed with the support and input of SEND Young Persons Network, the Suffolk Parent Carer Network and practitioners across the sector, the guide has been so successful that in February 2020, edition 2 was produced and the team are now looking to offer further guidance through parent led workshops.

The guide is being distributed to all Suffolk colleges and high schools, including special schools and PRUs, and is being used by SEND and Inclusion services in their work with young people.

**7. Crime matters:**

The new county wide newsletter available was dated October and is available online:

<https://www.suffolk.police.uk/your-area/snt-newsletters>

There is an opportunity to receive crime information via Police Connect. Go to [www.suffolk.police.uk/services/police-connect](http://www.suffolk.police.uk/services/police-connect) and register.

It was suggested there had been some incidences of hare coursing after dark, so warned people to be vigilant.

It was also mentioned that there had been a positive Police presence outside of Lawshall school and also a visit from two PSCOs to ensure that social distancing was being observed outside of the school.

**8. Insurance:**

It was agreed that the PC are happy to renew the existing insurance with Community Action Suffolk for £646.31 for a year.

It was also discussed that under the current insurance policy the PC may be covered under business interruption cover for loss of earnings to the Village Hall.

**Action – Clerk to find out about any business interruption cover we hold.**

**9. Village Hall:**

**a) Village Hall Committee** – Nothing to report.

**b) Wifi in the Village Hall** – The PC had previously resolved to have WiFi in the Village Hall and go with Option D. The PC decided to delay the installation until the Village Hall was being used. Cllr Kemp has agreed that the PC could apply for half the cost out of the locality budget from the County Council and they will hold this money until needed.

**Action – Apply to Cllr Richard Kemp for half the cost of the Wifi**

**c) Village Hall Redecoration Expenditure**

Storage and redecoration costs and quotes were discussed and the PC resolved to add the cost of this into their 2021/22 budget.

**10. Responsible Finance Officer's Finance Report:**

**10a) Budget review** – The Clerk supplied an up to date budget review for members. Spending is on track and to budget. All lines are either on budget or very slightly over or under. The Clerk anticipates staying on budget. The Clerk explained the budget report and invited questions.

Leaving balances as follows:

- Treasures Account £6,754.49
- Business Account £20,517.76
- Including CIL of £1,689.64
- Earmarked Reserves of £4,750.00
- General Reserves of £4,623.00
- Including COVID Emergency Fund of £8,958.70

**10b)** The Clerk reported the prepared budget draft that was created in the budget working group.

Significant items of note:

- Have split the previous Admin line into Admin and Accounting, now Scribe and the internal Audit is under Accounting and Admin is for expenses, subscriptions and admin.
- The Laptop/Cover line is overspent in 2020-21 due to extra memory being purchased for the laptop. Not anticipated that this will be required again.
- The Village Hall is underspent as the Covid grant is paying for all the cleaning and bills expenses.
- Suggesting to take £1000 out of CIL money and £1000 out of reserves for the redecoration and storage that the Village Hall have asked for.
- Village Maintenance now includes the dog waste bins, grass cutting and noticeboard, it is anticipated the costs for this will be slightly higher this year due to grass cutting increasing by £100 per year – this is due to the beech hedge. And if the Council agree to the grass cutting at Halifax Place that is an additional £135 per annum. There is also £250 budgeted within this for the pointing of brickwork on the Village sign.
- Pay proposal includes spine point rise to £11.30 (yet to be agreed) plus estimated 2% COL rise not yet announced by NALC.
- Fire safety has decreased due to not anticipating any replacement fire safety equipment as was replaced in 2020.
- A £100 Village Hall lease line has been added with the intention of raising £100 each year until the lease is due to be renewed.
- The PC will hopefully recover about £1000 for reserves due to the Covid grant spending.
- The budget increase proposed at this stage would need an increase in the precept of 2.49% (subject to tax base figure).

The budget for 2021/2022 was agreed at £12,736.44. This figure includes committing £1,000 of CIL money and £1,750 from reserves.

**10c)** The Precept for 2021/22 was agreed to be set at £9,986.44

**10d)** To acknowledge payments made outside the meeting

- **Community Action Suffolk (Web Training) £48.00**
- **Community Action Suffolk (Web Hosting) £60.00**

10e) The following accounts were approved for payment:

- **Clerk's Net salary after Tax (S. Palmer)**                      **£150.76**
- **Clerk's Net salary after Tax (N. Byford)**                      **£319.28**
- **HMRC Tax payment (S. Palmer)**                                      **£37.60**  
   **LGA 1972 s 111 (ancillary Powers)**
- **HMRC Tax payment (N. Byford)**                                      **£79.60**  
   **LGA 1972 s 111 (ancillary Powers)**
- **Admin and Expenses payment (S. Palmer)**                      **£36.57**  
   **LGA 1972 s 112 (Emp of Staff)**
- **Admin and Expenses payment (N. Byford)**                      **£17.10**  
   **LGA 1972 s 112 (Emp of Staff)**
- **SALC re payroll services**    **£27.00**  
   **LGA 1972 s 111 (ancillary Powers)**

The above payment schedule was approved by members.

11. **Clerks Report:** A full copy of the Clerk's report was circulated to members prior to the meeting.

The following matters were considered for resolution:

**Summary of Progress:** During this period (Aug-Oct) the Clerk worked 4 hours under the given time frame of 4hrs per week. We did have both S. Palmer and N. Byford as Clerks for the period 24<sup>th</sup> August – 24<sup>th</sup> September. The Clerk's record of work was reviewed and accepted. Other items from the Clerk's report are covered elsewhere on the agenda.

12. **SID:**

To resolve to agree a service contract on the speed indicator device. It was agreed that the PC would take out the Silver Maintenance Contract at a cost of £123 excluding VAT per annum.

It was also noted that the insurance policy needs to be checked with regards to accidental cover and vandalism to the SID.

**Action – Clerk to look into the insurance cover on the SID**

The collection of data from the SID was also discussed and it was resolved that S. Palmer would take a look at getting this data set up on a laptop.

It was also asked if the sign could be moved as there are fixings on other posts. Chair suggested this could be done.

13. **Playground:**

To review the schedule of proposed works and resolve to take any remedial action. Members asked for clarification from the playground inspector as to whether or not they inspected the zip wire during their first visit as they had previously advised or whether they are saying in their schedule of works that it requires another inspection. If it is the latter then why is this the case as we had specifically found someone who could inspect zip wires. To resolve to take any remedial action at the next PC meeting.

**Action – Clerk to seek clarification from the contractor.**

**14. Planning:**

The Chair gave an update on planning applications:

Planning Decisions

- 14a)** DC/20/03980 - Cromwell House, The Street, Shimpling, Bury St Edmunds Suffolk IP29 4HS – Erection of a cart lodge – Condition 4 Agreement of Materials – Approved
- 14b)** DC/20/03981 – The Land South of Tolcarne, The Street, Shimpling – Discharge of Conditions - Granted

Planning Applications

- 14c)** DC/20/04846 – Gatefields Farm, Stanstead Road, Shimpling, IP29 4HD – Erection of extension to Cartlodge – Pending Consideration

The PC resolved to support this application.

**Action – Clerk to write letter/update planning website to say this**

Joint Local Plan

- 14d)** To receive an update on Joint Local Plan. Goes to District Council tomorrow in draft and then there are six weeks to pass comments. Cllr Plumb will try and see if he can secure a hard copy of the document.

**15. Covid19 Emergency Fund**

To receive applications from the emergencies fund.

- Charlotte Blyth the Churchwarden - 3 x sessions in the VH at the concessionary rate = £60. In order to make wreathes for the Alternative Christmas Market.  
PC approved.
- Pilates Group  
PC approved to pay the rent of the Village Hall for the months of November, December and January meaning that the rent will be free to the group and the PC will compensate the Village Hall Committee.  
**Action – To confirm the rent amount (suspected £6 per session)**
- Village Hall expenses - £20 cleaning  
PC approved

**16. Shimpling Magazine**

To consider the collaboration of Shimpling and Alpheton Magazine. This was considered but the decision was that this would not be something the PC could do at this time.

**17. Footpaths**

Update regarding footpaths in the village, specifically the footpath between Gents Lane and The Street. A contractor is arriving tomorrow to look at the possibility of getting the specification for a footpath. It was thought this would create a lovely circular walk through the village but is currently largely unused due to its hazardous conditions.



It is hoped that Gents Lane is getting status as a quiet lane.  
To receive another update on this at the next meeting.

**18. Correspondence Received:**

- Email from Charlotte Blythe (as above)
- Letter from the Pilates Group (as above)
- Letter from Mr John Phillips from GoStart Community Transport regarding the 'Shoppers Bus Club' and Mr Shayer.

The need for a shoppers bus was discussed and it was decided that the PC will look into the need in the Village for this.

**19. Urgent Matters to be brought to the attention of the council**

Nothing raised.

**Public Participation**

The Chair opened to the floor again and the one MOP wanted to thank all the Councillors for all their hard work and suggested that the villagers were very grateful.

**There being no further business the meeting concluded at 9:25pm.**