

BLYTHBURGH with BULCAMP & HINTON PARISH COUNCIL

Notice of Meeting

To members of the Council: Your attendance is required at the next meeting of Blythburgh with Bulcamp & Hinton Parish Council which will be held on

Wednesday 13 January 2021 at 19.15.

Alistair Besly, Parish Clerk

Joining Remote Meetings

Following The Local Authorities Coronavirus - Flexibility of Local Authority Meetings Regulations;

This meeting will be held remotely over Zoom.

Councillors will receive joining details before the meeting

Members of the public planning to attend must contact the clerk by Monday 11 January for details.

Reporting at Meetings.

Any person intending to report should advise the Clerk or Chairman before the meeting

Open Forum

District Councillor Report

County Councillor Report

Parishioners opportunity to raise issues with the Parish Council. Parishioners will be given 3 minutes per subject

Attendees

From the Council

From the Public

Apologies

Declaration of Interest

Minutes To approve and sign the Minutes of the Council meeting on 11 November 2020

To approve and sign the Minutes of the Special Council meeting on 14 December 2020

Notes and Actions

Agenda Item	Description	Actions and Agreements	Owner	Complete by date
1		Clerk's Report	Clerk	
2		Planning Advisory Group Report	Cllr Boggis	
		DC/20/4783/FUL. The Old Custom House, Station Road, Blythburgh, Suffolk IP19 9LQ. Proposed side extension to reorganise existing kitchen and utility room facilities.		
	AP3 12/20	Clerk to enter response to planning website	Clerk	Closed
	New	Southwold Neighbourhood Plan Reg 14 Consultation on New Housing Policies (attached in email)		
3		Finance Report	Clerk	
		Payments		
	AP2 - 11/20	Clerk to prepare mandate for signature	Clerk	Closed
		Proposed CIL usage (See Payments Schedule and Reserves)		
		Proposed Budget 2021/22 (Attached in email)		
		Proposed Project Funding Requirements		
		Proposed Reserves Requirement		
		Agree Precept 2021/23		
		VAT Reclaim, change of dates and change of address		
		Bank Mandate: Confirm Statement Address and Risk Assessment Process		
4		Governance: Review, Agree and adopt the following documents per Governance Document Index (attached on email)		
		Code of Conduct		
		Press and Media		
		Risk Assessment		

		Financial Regulations		
		Playsite Covid Risk Assessment		
		Member - Officer Protocol		
		GDPR Privacy Statement - Council		
		GDPR Privacy Statement - Public		
		Agree whether or not these documents should be published on the website		
5	Village Hall			
		Village Hall - Next steps Active people on the management group are: Cllr Saunders, Cllr Doney and Cllr Burrows with Mrs Jenny Allen volunteering to act as treasurer. It was agreed that this group should encourage further volunteers and that their mandate to appoint should be ratified at the next PC meeting		
	AP6 12/20	Clerk to add this to January agenda	Clerk	Closed
		Village Hall repairs and external decoration - Update if required	Chair	
	AP4 - 11/20	Obtain 3 quotes for internal repairs and external decoration	Cllr Orr-Ewing	Next Meeting
		Village Hall Storage Shed - Update	Clerk	
	AP5 - 11/20	Clerk to follow up with Tiger Sheds, agree a lead time and if appropriate (in consultation with Cllr Orr-Ewing), place the order	Clerk	Closed
		Village Hall Driveway / Footpath – Update	Chair	
	AP6 - 11/20	Follow up correspondence and quotes for a cost effective footpath	Cllrs Orr-Ewing and Sutton	ASAP
6	Sizewell C		Cllr Boggis	
	Sizewell C Project Consultation 18 Nov to Dec 18 2020: Agree Response Councillors have read and agreed the draft response to EDF and expressed their thanks to Cllr Boggis and the Planning Advisory Group for their work on this document			
	AP5 12/20	Clerk to send response to EDF, add it to Blythburgh PC website and copy to SALC, County and District councillors and Clerks for Southwold, Walberswick, Wenham, Thorington, Darsham and Wangford	Clerk	Closed
		Discuss and Agree Relevant Representation		
7	Play site maintenance		Cllr Carse	
	AP7 - 11/20	Find out what a penetration check is and how much it would cost and what the Parish Council insurance position is on continued usage	Cllr Boggis	ASAP
	AP8 - 11/20	Create a plan to identify, log and resolve any reported issues with the play area for discussion at the January meeting	Cllr Orr-Ewing	Next Meeting
	AP9 - 11/20	Clerk to forward inspection reminder to appropriate Councillor each Monday	Clerk	Ongoing
		Agree a new Playsite inspection Rota (Suggestion attached)		
8	Website Accessibility		Clerk	
	AP10 - 11/20	Clerk to identify and undertake training and report back	Clerk	Next Meeting
9	Recycling Area Surveillance Camera		Clerk	
	AP11 - 11/20	Request to Sir Charles Blois sent - no reply received	Clerk	
10	Coronavirus Helpline - Update		Cllr Carse	
11	Vehicle Activated Speed Sign: Cllr Orr-Ewing reported that there appears to be an issue with calibration which will need to be corrected		Cllr Orr-Ewing	
12	Speed watch Update		Cllr Sutton	
13	Traffic management on Angel Lane/Dunwich Road		Cllr Doney	
	AP12 - 11/20	Form working group and prepare proposal	Cllr Doney	Next Meeting
14	Bus Shelter Damage has been repaired		Clerk	Closed
15	Alan Mackley's report on village accessibility			
16	AOB			

17	Date of next meeting: Wednesday 10 March		
----	--	--	--