

Boyton Parish Council Minutes

8 March 2022 at 7 p.m. at Boyton Church Hall



Minute Ref		Action
08.03.22.5	Proposed Litter Pick on 26 March - email for lead and volunteers	Clerk
08.03.22.5	Report x 2 potholes in the outside School House	IJ
08.03.22.5	To look at village sign - paint repairs	JM
08.03.22.5	Levelling lawn at front of hall	AG
08.03.22.6	Further discussions with Diocese regarding Church hall and lease option	RJ
08.03.22.7	Upload LGA Code of Conduct on website	Clerk
08.03.22.8	Upload Clerks Appraisal document to website	Clerk
08.03.22.10	To respond to ES Community Governance Review - deadline 1 April	RJ
08.03.22.13	To action and complete	JM/Clerk
08.03.22.12	Quotes for marquees, Jubilee cake, Union Jack flag for APM	RJ/Clerk

Payments received since last meeting

15.02.22	ES (Grit Bin)	79.84
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Payments authorised to be paid

01/03/22	SALC Payroll Service (6 months)	22.80
05.01.22	Hall hire Inv 88	15.00

Attendance

Acting Chair Iain Johnston (IJ), Richard Jesty (RJ), Andrew Cassy (AC), Andrew Greenwell (AG), Jane Morter (JM), Jenny Lloyd (Clerk), 4 members of the public

- Election of Chair**
Further to the written resignation of Chair and Councillor received on 20 February 2022 from JP, IJ was proposed for Acting Chair by RJ, seconded by AC. All agreed. The casual vacancy notice dated 25 February completes on 17 March when co-option of a councillor can take place.
BPC thanked John for his enthusiastic contributions to the village as a resident and a Councillor.
- Apologies** - ES District Cllr Mlinder, SCC Cllr Reid
- Declarations of Interest and Applications for Dispensations on Agenda items**
RJ 6, AG 9, IJ 9
- Reports received**
ES Cllr Mallinder's Newsletter distributed and uploaded to website
SCC Cllr Reid - none received
- Public Session**
Concern raised regarding litter along both sides of road from Wilford Bridge to Rocks Barracks - Clerk has reported to ES as fly tipping. Suggestion for Boyton to hold an annual Litter Pick - proposed Saturday 26

	<p>March - request for lead and volunteers. Action Clerk to send email. Thanks expressed to the litter pickers spotted around Boyton.</p> <p>The flattened Give Way sign at the Boyton crossroads, also bent sign on opposite side, have been reported and followed up by Clerk. Works are now on a future potential works programme.</p> <p>Concern raised re x2 potholes in road opposite School House - Action IJ will report on Suffolk Highways Reporting Tool. To note anybody can report issues on the Suffolk Highways reporting tool on their website</p> <p>Concern regarding the Village sign being faded and paint repairs - Action JM to investigate</p> <p>Query if BPC could consider purchase of flag for the flagpole at front of hall - Action RJ/Clerk</p> <p>Query if lawn at front of hall could be flattened - Action AG</p> <p>IJ congratulated AC on being shortlisted (to 3) for High Sheriffs Awards 2022 for his contributions particularly regarding QL's.</p>
6.	<p>Update on Church hall discussions with Diocese</p> <p>RJ commented that further to the meeting with JP, RJ, Dawn Gillett and James Hall (Solicitor) the view was that there would not be an alternative to selling at best marketing value (indicating up to £250,000 with planning permission) - even lower end without permission at £140,000 - beyond the means of BPC. PCC to confirm this is the outcome. Discussions followed regarding a lease option to BPC or separate charity. May be the most practical option and with ability to apply for grants for upkeep. In principle PCC was happy to consider a long lease up to 50 years. Action RJ to progress discussions with Dawn Gillett and follow up on professional costs for consideration of lease option at the next BPC meeting.</p>
7.	<p>Revised Code of Conduct using LGA guidelines</p> <p>Discussion to review and replace current BPC code of conduct, which dates back several years and is based on the Localism Act of 2011. The new LGA one distributed to Cllrs has been developed in consultation with a range of local authorities in England and Wales, and sets out the main areas of conduct expected of councillors. Proposal to adopt this latest version and carry out an annual review to ensure that it remains in line with best practice. All agreed. Action Clerk to replace and upload LGA Code of Conduct on website</p>
8.	<p>To agree revised Parish Clerk appraisal scheme</p> <p>Discussion regarding the previous document which was very long and involved and proposal for easier process - new document distributed to Councillors for consideration. Suggestion that appraisal is carried out annually and managed by Chair and Vice Chair, actions subsequently agreed by Council. Agreed. Action Clerk to upload to website</p>
9.	<p>Planning</p> <p>Notification received DC/21/4788/VOC.</p> <p>AG commented that the development will continue with the original plan and outlined the progress. The Application to vary the Conditions of the original consent has been withdrawn.</p>
10	<p>To discuss response to East Suffolk Community Governance Review</p> <p>RJ mentioned that technically if there are less than 150 electors you shouldn't have a PC unless you've got one already. Question asked 'is there a risk of losing our status'. Discussions continued on advantages and disadvantages regarding merging with other PC's. Boyton is a small but active PC and all agreed we should remain independent. Action RJ to respond before the deadline 1 April.</p>
11	<p>To review actions and agree minutes of previous meeting 5 January</p> <p>Noted to add Declaration of Interests Item 3 - IJ on Agenda Item 6a)</p> <p>To confirm that the grit bin has been filled and ready for use in severe weather and to revisit the need for shovels and hi vis vests</p>

	<p>Rural crime - email was sent out for residents to be vigilant and report anything suspicious, take photos if safe to do so. Let boytonpc@gmail.com know of any incidents in the area so that residents can be alerted.</p> <p>Farming concerns and event - AG suggest visit Bentwaters Park when weather is warmer.</p> <p>Minutes agreed.</p>
12	<p>To discuss joint activities for Queen's Platinum Jubilee Celebrations</p> <p>A date for the tree planting has been confirmed for Saturday 2 April, proposing an earlier start of 10.00 for 10.30 planting ceremony - verbal permission has been received for the location of the tree in the corner in front of MWH - marker to be placed. Volunteer gardener to dig a hole prior to the event and he has offered to maintain the tree. Speakers to invite. Some preparation with bunting and hi vis volunteers for road safety. Request to help with tidy up of lawn and front of hall around flagpole - request for a flag.</p> <p>Jubilee Party proposed on Thursday afternoon 2 June. Discussion regarding allocation of the PC funds and applying it to the community. Suggestion to source marquee costs for new and discussion on hire costs comparison. Volunteers needed to erect marquees, to organise games and entertainment and enough numbers to volunteer with refreshments and bring food.</p>
13	<p>Finance matters</p> <ul style="list-style-type: none"> a) To action and agree Internal Control Statement - non-signatory to initial and complete. Action JM/Clerk to complete b) To approve payments made/to be made since previous meeting c) To note any payments received since previous meeting d) To agree accounts <p>To agree budget proposed regarding Clerk's salary for 2021/22</p>
14	<p>i) To discuss any meetings attended</p> <p>Update on A&O</p> <p>ii) To discuss upcoming meetings</p> <ul style="list-style-type: none"> - Agenda for Annual Parish Meetings - 5 April - Items for Deben Parish Meeting - 24 March - AC to attend - A&O 24 March - AG to attend
15	<p>Date of next meeting</p> <p>Annual Parish Meeting - 5 April Action IJ to prepare Report - Annual Council meeting - 17 May</p>
<p>Minutes agreed</p> <p>Signed (Chair) Date</p>	