

WEST ROW PARISH COUNCIL

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Chairman: Michael Peachey



10th September 2020

Members of the press and public are welcome to attend and may speak on any item on this agenda for the first 10 minutes of the meeting. They may remain and observe the rest of the meeting.

To join the meeting, the ZOOM LINK is

<https://us02web.zoom.us/j/83382778102?pwd=OXNGQk5aTDZRKzdoU2tnNmIxZWVvUT09>

Meeting ID: 833 8277 8102

Passcode: 153748

Signed

Parish Clerk

This meeting is held by virtue of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020
These Regulations came into force 4th April 2020 UK Statutory Instruments 2020 No. 392 PART 2 Regulation 5

AGENDA

2020/08/20-139	CHAIRMAN'S WELCOME and APOLOGIES FOR ABSENCE	
a.	Welcome to meeting from the Chairman, Cllr M Peachey, and any apologies for absence	
2020/07/20-140	DECLARATIONS OF INTEREST	
a.	Declaration of any disclosable pecuniary interest in any item of business	
b.	Declaration of any personal and/or prejudicial interest in any items on the agenda	
c.	Written requests for dispensations for disclosable pecuniary interests	
d.	Grants to any requests for dispensation	
2020/07/20-141	PUBLIC PARTICIPATION (10 MINS) members of the public may speak, please see Zoom link above	
2020/07/20-142	EXTERNAL REPORTS	
a.	Sgt Maxfield and PC Helen Self (Suffolk Police)	
b.	Cllr John Smith (Independent, West Suffolk Council)	
c.	Cllr Don Waldron (Independent, West Suffolk Council)	
d.	Cllr Colin Noble (Conservative, Suffolk County Council)	
e.	Squadron Leader Paul Graham (RAF Mildenhall)	
2020/07/20-143	APPROVAL of MINUTES OF PREVIOUS MEETING 19th August 2020	PAPER A

	<p>(i) To agree the accuracy of the minutes of the previous meeting and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting</p> <p>(ii) Matters arising not covered by this agenda</p>	
2020/07/20-144	WPC CASUAL VACANCY- UPDATE	
a.	Confirmation of any expressions of interest received	
2020/07/20-145	PLANNING MATTERS RELATING TO WEST ROW https://planning.westsuffolk.gov.uk/onlineapplications/	
a.	<p>To discuss and comment on application no: DC/20/1361/HH Consultation Expiry: 22 September 2020 Consultation on application received by West Suffolk Council Local Planning Authority. Proposal- 1no. dormer to side elevation Location Lakeside 104 Isleham Marina Fen Bank West Row Suffolk Applicant Ms Dawn Barlow. The application can be viewed by downloading it from the planning section of the planning website: https://planning.westsuffolk.gov.uk/online-applications/simpleSearchResults.do?action=firstPage</p>	PAPER B
b.	<p>To discuss and comment on (should Councillors be mindful) application DC/20/1284/FUL (i) Change of use of Gypsy and Traveller residential area providing 12 pitches with concrete pads (ii) 12 no. dayroom/amenity buildings (iii) vehicular access and 12 no parking spaces (iv) play area (v) post and rail fencing. WRPC are not listed as consultees on the application: Cllr Hamill has brought it to the meetings attention. It is not within the Parish but Councillors may wish to comment. The application can be viewed by downloading it from the planning section of the planning website: https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?keyVal=QEOYBGPDMMJ00&activeTab=summary</p>	PAPER C
c.	To note the Anglian Water Strategic network programme as in email sent to cllrs 25.08.2020	PAPER D
d.	<p>Received after agenda went out: Application no: DC/20/1500/EIASCO Consultation Expiry: 1 October 2020 Parish Consultation on application received by West Suffolk Council Local Planning Authority Proposal Request for Scoping Opinion under Regulation 15 of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017 - 55 kilometre potable water pipeline between Bexwell and Bury St Edmunds together with associated connections and above ground https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QGAHXVPD04S00</p>	Emailed to all councillors 11 th September 2020
e.	<p>Received after agenda went out: Application no: DC/20/1502/HH Consultation Expiry: 1 October 2020 Proposal Householder Planning Application - (i) single storey garage/outbuilding (ii) associated external works (iii) existing garage door to be replaced with window Location 29 Cricks Road West Row IP28 8PQ Applicant Double https://outlook.office.com/owa/?realm=mildenhallparishcouncil.org.uk&exsvurl=1&llcc=2057&modurl=0&path=/mail/inbox</p>	Emailed to all councillors 11 th September 2020

2020/07/20-146	MATTERS RELATING TO GOVERNANCE	
a.	<p>Standing Orders review: To discuss and adopt the following Amendment to Standing Orders: NALC has notified the clerk of the following changes to the model standing orders, the 2018 version has been amended. Below are the amendments, it is recommended that WRPC adopt the following amendments:</p> <p>Section 18 – Financial controls and Procurement (parts f and g)</p> <p>f) A public contract regulated by the Public Contracts Regulations 2015 with an estimated value in excess of £189,330 for a public service or supply contract or in excess of £4,733,252 for a public works contract (or other thresholds determined by the European Commission every two years and published in the Official Journal of the European Union (OJEU)) shall comply with the relevant procurement procedures and other requirements in the Public Contracts Regulations 2015 which include advertising the contract opportunity on the Contracts Finder website and in OJEU.</p> <p>g) A public contract in connection with the supply of gas, heat, electricity, drinking water, transport services, or postal services to the public; or the provision of a port or airport; or the exploration for or extraction of gas, oil or solid fuel with an estimated value in excess of £378,660 for a supply, services or design contract; or in excess of £4,733,252 for a works contract; or £663,540 for a social and other specific services contract (or other thresholds determined by the European Commission every two years and published in OJEU) shall comply with the relevant procurement procedures and other requirements in the Utilities Contracts Regulations 2016.</p> <p>Section 11 – Contracts The footnotes should now read</p> <p>a. For public supply and public service contracts £189,330 b. For public works contracts £4,733,252</p>	
b.	<p>Financial Regulations review: NALC have not yet issued advice regarding their model financial regulations; however, councils can update these by using the 2019 model and replacing the footnotes at the bottom of section 11 with the correct thresholds</p>	
c.	<p>LGA consultation Members Code of Conduct Attention to be drawn to page 3: The Seven Principles of Public Life</p>	PAPER E
2020/07/20-147	HOUSING NEEDS SURVEY	
a.	To discuss the email received from S. Osborne CAS	PAPER F
2020/07/20-148	OTHER WORKING PARTY UPDATES/ REPORTS	
a.	Update on additional lighting to the War Memorial and Village Sign at Church Green	
b.	New streetlight at Mildenhall Road /Beeches Road: update	
c.	Report on West Row History Group meeting 2 nd September 2020	
d.	Report on Christmas lights project meeting 9 th September 2020	
e.	Footpath warden (Cllr Hamill)	
2020/07/20-149	FINANCIAL MATTERS	

a.	<p>(i) To approve the Accounts Payable for current month</p> <p>(ii) To discuss the cashbook, Income records , Bank reconciliation and Budget comparison for Quarter One 2020: and approve that delegated authority be given to the Chair to sign the accounts outside of the meeting</p> <p>WRPC Cashbook Quarter One</p> <p>WRPC Income records Quarter One</p> <p>WRPC Bank reconciliation Quarter One</p> <p>WRPC Budget comparison Quarter One</p> <p>(iii) NJC new Agreement on clerks salary: request from clerk to implement the revised National Payscales</p> <p>(iv) Academy Grant application (from previous meeting)</p> <p>(v) Football Club grant application (Cllr R Hamill)</p>	<p>PAPER G</p> <p>PAPERS at H</p> <p>PAPER I</p> <p><i>To follow</i></p>
2020/07/20-150	CHAIRMAN AND COUNCILLORS REPORTS (on the night)	
a.	Chairmans report	
b.	<p>Councillors reports: To include</p> <p>(i) Update on COVID-19 Project</p> <p>(ii) New Park Caravan site: Councillors query</p>	PAPER J
c.	<p>Clerks Report</p> <p>(i) Planning training attended</p> <p>(ii) Website accessibility changes and WRPC accessibility statement</p> <p>(iii) Allotment Association</p> <p>(iv) Implementation of auditor’s recommendations</p> <p>(v) Local parish forum for those in the Forest Heath area</p> <p>(vi) Insurance claim (village sign)</p> <p>(vii) Alliance meeting Sunnica energy farm 21st September 7pm</p>	
2020/07/20-151	CORRESPONDENCE & EXCHANGE OF ADDITIONAL INFORMATION (at the discretion of the Chairman)	
2020/07/20-152	DATES OF NEXT MEETINGS	
a.	<p>21st October 2020</p> <p>18th November 2020</p> <p>No meeting in December</p>	
	AGENDA ITEMS FOR NEXT MEETING	
	Please contact the clerk if you have agenda items	
2020/07/20-153	EXCLUDED ITEM	
	To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting due to the confidential nature of the business to be discussed at item 2020/07/20-154	

