## MINUTES OF A MEETING OF RENDLESHAM PARISH COUNCIL HELD AT THE COMMUNITY CENTRE, ROOM 18 ON MONDAY 2 MARCH 2020 AT 7.15PM

In accordance with Standing Order No: 38 any matter relating to an employee shall not be considered until the Council or Committee has decided whether or not the public shall be excluded (See SO No: 67). Due to the nature of the business to be transacted the meeting, or parts of it, may be closed to the press and public.

Under Standing Order No. 1. c) Meetings will last no longer than 2 hours and 1. d) If the business of the meeting has not been concluded after 2 hours a resolution will be taken to continue to conclude or defer the business in hand. In any event the meeting will last no longer than 2 hours 30 minutes.

#### **PUBLIC FORUM – 15 minutes**

Members: Mike Stevenson (Chairman):

Douglas Burness:

James Carter;

Mike Parry:

Victoria Proctor;

Dave Moore:

Ally Gibbs:

In Attendance:

Mrs Heelis – Parish Clerk

2 members of the public

## **PUBLIC FORUM – 15 minutes**

 Police Report – Only general information available. Mike Stevenson reported on the abandoned car on Acer Road. The driver has been imprisoned for 18 weeks and the police will release the keys to the owner in the next week.

**Action**: Mike Parry will raise the issue at the next SNT meeting on Thursday 5 March. **Action**: Mike Stevenson will pursue the removal of the vehicle.

- County Councillor Report Apologies sent for his absence.
- District Councillor Report No report.

There is now a trained community first responder in Rendlesham, a total of 5 throughout the Wickham Market. They have raised funds for 5 kits. Colin said thank you for the donation of funds. He's been out on 5 calls since the beginning of February.

Mike Stevenson introduced Leanda Hoyland-Linch, the Parish Council new Events Co-ordinator. Leanda gave a brief overview of her background.

#### 1. ACCEPTANCE OF APOLOGIES.

To receive and accept apologies for absence. Martyn Redfern (Vice Chairman); Peter Wyartt; Cllr Alexander; Casey Rose;

## 2. MEMBERS' DECLARATION OF INTEREST AND REQUEST FOR DISPENSATION.

a) To receive and record members' declaration of interest on any other matter on the agenda. None.

#### 3. MINUTES

To approve the minutes of 6<sup>th</sup> January 2020 – Mike Parry proposed the minutes be approved as a correct record. Doug Burness seconded. **Agreed unanimously**.

MR

#### 4. CASUAL VACANCIES

To co-opt to fill the casual vacancy – No applications received.

11. PARISH MEAL SERVICE (See draft proposal from resident)

The proposal was to provide the elderly in the village with a hot meal once a week in the village. It was proposed to use the community centre kitchen and would register with ESC as a food provider.

**Agreed** to take the proposal to the Community Centre Management Committee's next meeting. Her preferred day was Wednesdays. It was suggested that, as well as a takeaway service, a community meal could be offered.

It was suggested that she could work with the Good Neighbour Scheme to make contact with those elderly people who would benefit.

It was agreed that this was a project that the Parish Council should support.

**Action**: Mike Stevenson and the Clerk to raise at the next RCC meeting. **Action**: Dave Moore and Doug Burness to liaise with the project organiser.

#### 5. COMMITTEE VACANCIES

- a) RYG Ally Gibbs.
- b) Personnel Ally Gibbs
- c) Jubilee Park Ally Gibbs

## 6. REPORTS:

a) <u>Community Centre Management Committee</u> (Mike Stevenson) The next meeting is due to take place on 3 March.

**Action**: Ask about the plans on maintaining the garden, cigarettes and broken glass during the summer.

b) <u>SNT</u> (Mike Parry) Mike Parry reported that there weren't many items to take to the meeting. The Council have hired 4 traffic wardens for Woodbridge. They are standardising the yellow lines and Traffic Orders. Parking on the double yellow or zigzag lines outside the school can now be enforced.

**Action**: Mike Parry to gain more information on the situation with the traffic wardens and whether they can visit Rendlesham or whether Rendlesham can employ its own traffic warden.

- Speed Watch (Doug Burness) It was agreed to purchase the solar SID 'smiley' and 'angry' face with the Bluetooth date unit and 3 locations in line with the police allocated speed radar locations.
  Action: Clerk to action.
- d) Rendlesham Good Neighbour Scheme (Doug Burness) £1,000 has been donated to gather up people and take them to a social event. The 'Turn up Tuesday' will be rotated between the Boardwalk, the Diner and Jars of Clay. Use of a minibus is being sought.

An approach had been made from Tunstall who are looking to join in with the Good Neighbour Scheme.

pul

e) Climate Emergency Working Group (Victoria Proctor) The group has finished the draft Climate Action Plan. The Plan will be included as an insert in the March newsletter. A consultation event has been arranged for 21 March, 11-4pm with activities for children, freebies etc. All the feedback will be taken into account and the final Plan will be presented at the APM on 22 April 2020 with a view for the Parish Council to adopt the Plan at their May meeting.

## 7. CORRESPONDENCE (Attached)

A1 Resident's correspondence re Suffolk Drive – Further to discussion, it was agreed that there was nothing further the Parish Council could do further to the letter sent on 23 January 2020.

Action: The Good Neighbour Scheme to liaise with the resident.

B2 Clerk to attend.

## 8. PLANNING FOR THE ANNUAL PARISH MEETING 22<sup>nd</sup> April 2020

**Action**: Clerk to invite the District Councillor, County Councillor and Therese Coffey. **Action**: Events Co-ordinator to promote.

### Suggestions:

- All about parish councils article in the newsletter.
- Meet the Council event.

## 9. ANTI-SOCIAL BEHAVIOUR

- Incident of a bench being moved.
- Identification of expectation of provision for young people in Rendlesham.
- Expectation of behaviour from young people.
- Proposal of working with the Social Club and soft drinks bar.

It was agreed to continue for a maximum of 30 minutes.

## 10. TO APPROVE PERSONNEL COMMITTEE TERMS OF REFERENCE Changes approved. Proposed by MS and seconded.

# 12. TO REVIEW THE EFFECTIVENESS OF INTERNAL AUDIT Defer to F&A meeting

## 13. TO REVIEW THE PARISH COUNCIL RISK ASSESSMENT

Mike proposed that the Risk Assessment document is adopted with the change of the use of LGA s137 and the loss of the General Power of Competence. Ac

## 14. HIGHWAYS

- a) Flashing speed indicator signs dealt with under Speedwatch.
- b) Disabled car parking to action.

## 15. PARISH MATTERS FOR THE NEXT MEETING.

To raise any matters for inclusion on the next full Council agenda.

a) Youth Group Charity Committee report

## 16. ITEMS FOR THE PARISH NEWSLETTER

a) Good Neighbour 'Turn up Tuesday'

MB

- 17. DATE OF NEXT MEETING: Monday 4 May (including Annual Parish Council Meeting)
- **18. MEETING DATES:**

Monday 6 July

Monday 7 September

Monday 2 November

Meeting closed at 21:49

SIGNED DATED 20/0/2020