



### CODDENHAM PARISH COUNCIL MEETING Minutes Thursday 21 March 2019

**In Attendance:** Cllr D. Burton, (Chair), Cllr I. Burgess, Cllr A. Darell-Brown, Cllr J. Fawdry, Cllr C. Hardy, Cllr J. Keeble, Cllr J. Soanes, Mr Whitehouse, (Clerk) and 4 parishioners.

1. To **RECEIVE** apologies for absence.

Apologies were received and approved from Cllr. A. Fowler, Cllr. M. Lock, Cllr. J. Peacock, Cllr. M. West and Cllr T. Passmore, (MSDC).

2. To **RECEIVE** any Declarations of Interest or Delegated Dispensation decisions or to **APPROVE** such dispensation requests as needed.

Cllr Soanes advised that she would excuse herself from discussion regarding the Village Shop under Item 11.

3. To **CONSIDER** comments from Residents of the Parish on current agenda items

Item 3: Mr MacPherson asked whether his note to Council had been included in the minutes of the last meeting and was advised that the note had been formally read into the minutes as requested.

Item 10 and reference to Items 7 and 8: Mr MacPherson suggested that notes be added to the Hall Accounts and expressed disappointment with regard to the Clerk's advice on the 'clear mandate' of the Council to transfer the Community Hall.

4. To **RECEIVE** reports from Cllr Hicks and/or Cllr Passmore

Cllr Passmore was scheduled to attend the meeting but was unfortunately detained in London and sent his apologies. His report was distributed to Council. Cllr Hick's report was previously circulated to Council. Both reports were **Received**.

5. To **RECEIVE and CONFIRM** the Minutes of the Parish Council Meeting held on 19<sup>th</sup> February 2019.

The minutes were Received and Confirmed.

6. To **CONSIDER** Matters Arising from previous minutes of the Parish Council Meetings

**Sizewell Consultation.** Cllr Hardy presented a draft response from himself and Cllr Peacock to the Sizewell Consultation, recommending that it may be appropriate to submit a more detailed response at a later date. Agreed.

**Recreation Ground.** Cllr Soanes gave an update on the two working parties dealing with matters of refurbishment on the recreation ground. The Clerk was asked to place an order for six mtr<sup>3</sup> of replacement Play Bark.

7. To **RECEIVE** the draft minutes of the Hall Management Committee of the 13<sup>th</sup> March 2019.

Cllr Fawdry raised her concerns that the draft minutes would require further editing before the next Hall Committee. The Chair advised that, until the Trust was established, the Council was unable to decide on the question of the proposed transfer and proposed that the Clerk be delegated to appoint Birketts to advise the Council and, concurrently, the prospective Trustees, in the proposed transfer of the Community Centre. Agreed. Council discussed the protocol for communicating with the Legal Advisors and agreed that all questions should be considered by the Working Group in conjunction with the proposed Trustees, to

determine whether legal advice was required and, if so, the Working Group would ask the Clerk to submit them in writing to the solicitors. Agreed. Regarding a suggestion that the Recreation Ground be included in the Transfer to the Trust, the Chair advised that legal assurances were required on the Council's responsibilities. The Draft Minutes were Received.

8. To **RECEIVE** the Clerk's report, including a draft schedule of meetings.

The Clerk advised on his responsibility to correct any misunderstanding that the Council had established a sub-committee with delegated responsibility to make decisions on behalf of the Council regarding the proposal to transfer the Community Hall to a Charitable Trust. He detailed the current position that, at its meeting in September 2018, Council had committed in principle to establishing a trust to administer the Coddendam Community Centre and that a Working Group had been appointed to report back to the Council on matters concerning the proposed transfer. He detailed the decisions taken to date by the Council based on the advice received from the Working Group and advised that Council must exercise due diligence in the matter. To this end, he advised that Council should seek advice on the legal and financial options and implications before determining the question of the transfer of the Hall to a Trust. The question of whether concurrent legal advice could be provided to both the Council and the prospective Trustees by the Council's solicitors was discussed and the Chair advised that the Clerk should check with the appointed solicitors on conflict of interest. Agreed.

The Chair asked Council for comments on the Clerk's draft schedule of meetings for the coming year. There being none, the Chair advised that the schedule will be presented to the Council's Annual General Meeting for ratification. The Report was Received.

9. To **RECEIVE** the RFO's report

The Clerk advised that this report was advisory and that a full end-of- year report would be provided at the April meeting. The Report was Received.

10. To **RECEIVE** a report from the Council's Working Group on the future of the Community and Sports Centre.

Council received a report to the Council's Working Group, drafted by Mr MacPherson on behalf of the Trustees designate for the proposed Charitable Incorporated Organisation, and presented by the Working Group as an outline description of the way forward in achieving the establishment of the CIO and the transfer of the Hall to a charitable Trust. Council was advised that the decision to purchase the copyright module of the CIO application form had been superseded by the submission of the application to the Charities Commission by the prospective Trustees. The Chair advised that should the Trustees submit an invoice to the Clerk for the cost of purchasing the module from Community Action Suffolk, the cost would be reimbursed. The Report was Received.

11. To **RECEIVE** a verbal report on the closure of the Coddendam Food Stores.

Cllr Soanes excused herself from discussion on the report and left the room. The Chair invited Mrs Thomas, a parishioner, to address the Council. Mrs Thomas reported that an advertisement to invite interested parties to take over the lease of the Village Shop had received one or two initial enquires, but that there was a real concern about yet another community asset being lost and asked the Council to look at the possibility of supporting the creation of a Community Shop. A small action group of parishioners would be issuing a questionnaire to gauge opinion on the possibilities for the retention of the shop and the responses would inform future considerations. Whilst a community shop may not be the preferred option, groundwork was required as the closure of the current asset will take place at the end of May. Further to the report Councillors raised a question regarding the possibilities of the continuation of the Post Office and advised Mrs Thomas on the value of consulting with other local community shops. The Chair thanked Mrs Thomas for her report and asked that, if the consultation exercise showed that a Community Shop was an option, she bring an updated report to the next council meeting on 18<sup>th</sup> April. The Report was Received.

12. To **RECEIVE** a Report on the route for the proposed Ipswich Northern Bypass

Cllr Hardy addressed the Council on the recent announcements on the proposed route for a northern bypass around Ipswich, noting that Cllr Hicks has a comprehensive guide to the Northern Bypass in his report, which raises the question of alternative options. He suggested that the Council may need to become involved in the

consultation exercise. He commented on the dangers of air pollution and the need to move away from combustion based transport as per Public Health England statements, and the moves to reduce effect of the school run over the next decade. Cllr Burton added that there used to be a railway station at either end of the proposed bypass, raising the possibility of simply re-opening of the platforms as an option. Cllr Soanes commented that the Snoasis proposal included a railway station. The Chair advised that the consultation would take place over the summer months and that Councillors should keep Cllr Hardy and The Clerk aware of further developments. He suggested that the Council respond formally when the opportunity arises. The Report was Received.

13. To **RECEIVE** a report on Tree Risk Assessment

Cllr Hardy presented a report on the recent court case regarding the liability of a Parish Council where damage occurs from falling trees which have not had frequent risk assessments, noting that the National Tree Safety Group were of the opinion that this case is not a radical departure from standard industry guidance and practice. Council considered the current position regarding the inspection of trees in the parish and asked the Clerk to report to the next meeting on the arrangements for the risk assessment. The Report was Received.

14. To **CONSIDER** Planning Applications and to **NOTE** Planning Decisions, including those received after publication of this agenda

No applications which fall within the Council's planning policy, or recent decisions had been received

15. To **RECEIVE** questions from Councillors and agenda items for the next meeting.

Cllr Darrel-Brown – Financial support for Children accessing bus transport to school.

16. To **CONFIRM** the date of the next meeting of the Parish Council.

**Thursday 18<sup>th</sup> April 2019**

The Chairman Closed the meeting at 8:40pm