**MINUTES OF SANTON DOWNHAM PARISH COUNCIL MEETING**

**HELD ON MONDAY, 3rd APRIL 2023 AT 7.00 PM**

Present: Mr Michael Mackender (Chairman) Mr Andrew Butcher (Vice Chairman)

Mrs Sylvia East (Parish Clerk) Mrs Debbie Cock (Parish Councillor)

Mr Paul Brown (Parish Councillor) Mrs Ann Landells[co-opted Parish Councillor]

Mr Kim Daplyn, [co-opted Parish Councillor] Mr Adrian Baugh (co-opted Parish Councillor)

In attendance: Cllr Phil Wittam (District Councillor)

1. The Chairman welcomed all to the meeting
2. Apologies were received from Cllr Lukanuik
3. The Chairman asked if there were any comments on the Minutes of the previous meeting, there being none the Minutes were signed as a true record
4. **Parish Clerk’s Report**

**Finances**

* The Parish Clerk handed the Councillors a hard copy of the End of Year Accounts together with the most uptodate bank statement. The current balance is £9,583.21 however the Parish Clerk advised the Council two cheques were yet to go through which needed to be shown on the End of Year accounts but were not yet covered by a bank statement. It is necessary to show these two payments in this year otherwise it would cause two payments for each to appear in the next year’s accounts. The cheques were £316.24 for the years tax deductions made on the Parish Clerks salary, the second is for a cheque of £151.20 for the Community Heartbeat defibrillator which had been overlooked and only recently received. With the above deductions the account will be £9,115.77 in credit.
* The Parish Clerk asked the Chairman to sign the Annual Governance for the 2022/2023 Audit and the Certificate of Exemption as required for the external audit.

**General**

1. The Parish Clerk advised she had just received a further communication from Highways, basically saying they would be in touch with regard to the issues of better signage regarding the heavy traffic trying to use our bridge. If nothing further is heard within the next week or so the Parish Clerk will send a further reminder.
2. The Parish Clerk checked all Councillors had their nomination packs and as there were several queries it was agreed to deal with this issue at the end of the meeting

**Parish Councillors Reports**

* There was nothing to report.

**County & District Councillors Reports**

* Cllr Wittam stated he had nothing to report but mentioned the cost of the brown bins will be going up. He however, did not know by how much.

**Chairmans Report**

* The Chairman updated the Council on the ‘ Edgewater’ hedge situation. As all were aware a letter had been hand delivered to the Agent and the Chairman then met with their representative on site. The Chairman apologised for the fact he had promised a cut would be made by the Parish Council this year free of charge, followed on by either a paid cut by the Parish Council or other in future. With various changes arising this now is unrealistic and therefore the Parish Clerk will advise the Agents we will obtain some costs to trim the hedge at the right time, probably at the end of the season, and a costing for an annual cut. It was not thought realistic to give the Agent a price at this time. Mr Baugh advised he had looked at the hedge and considered at least 18 inches needed to be trimmed back. Mrs Cock advised she had watched the refuse truck going down the lane past this

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* hedge and even with it having been trimmed back by the Agent a few months ago, the refuse truck clearly had to move to the other side in order to negotiate passage. This of course does not bode well for the state of that side of the road.

**Any Other Matters**

* Mr Baugh was asked to report on the Norway Maple on the small triangle on the road leading to the paddocks. The tree he believes is in a somewhat precarious state but he felt we would need a tree expert to advise the best way forward. The Parish Clerk will ask a Tree Surgeon to look at the tree and advise us. We would of course prefer to see the tree pollarded.
* The Chairman stated he had been asked by a friend to see some old village pictures and whilst looking over these he found a Time Line of the village which unfortunately went no further than the mention of Cllr Bill Bishop opening the Village Hall. He thought it would be a good idea to have this updated and everyone agreed this should be done. The Chairman said he felt mention should be made of Andrew & Margaret Kedar’s departure from their years of Church service, together with the date on which Mrs Cock joined the church as Church Warden. Again everyone was in agreement and it was suggested perhaps Andrew Kedar would be a good person to ask to undertake this update of our village Time Line. The Parish Clerk said she would be delivering an invitation to the Kedars for the Coronation Tea Party so would broach the subject then.
* This then brought up the subject of the Coronation. The Chairman stated the first meeting had been held to discuss the planned Tea Party and we had 10 volunteers who took part with at least another 3 or 4 who were unable to attend on the evening but were willing to offer assistance. It had been a good meeting which covered the event well. Letters were in the process of being hand delivered by a number of volunteers.
* **NEXT MEETING**

**The AGM is to take place on Monday, 15th May**

The meeting closed at 7.35pm.

The Parish Clerk spent the next half an hour going through all of the nomination paperwork with each Council member. The packs would be hand delivered by the Parish Clerk on Tuesday, 4th April at the West Suffolk County office in Bury St Edmunds.

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