

COTTON PARISH COUNCIL

MINUTES of the Parish Council Meeting held on April 26, 2017 at 7.30pm at
The Village Hall

PRESENT	Peter Gibbs (chair), Beryl Ellis, Chris Tester, David Williams, Paul Howlett, Rod Caird (Clerk) and two members of the public
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1/260417 Apologies and approvals of absence

Sarah Wenban and Marian Cocksedge had sent their apologies and their absence was approved. The Chairman welcomed Paul Howlett to his first meeting as Parish Councillor.

2/260417 Declarations of Interest and dispensations requested

None

3/260417 To approve the Minutes of the meeting held on April 10, 2017

The Minutes were approved and signed.

4/260417 To consider updates on current planning applications

None since the meeting on April 10

5/260417 To receive a report by the Chairman including:

- Update on the grass-cutting contract
- Update on the bottle bank proposal

The grass cutting contract has been signed and a copy would be sent to the Village Hall committee for information. The Village Hall committee will also consider the siting of a bottle bank.

6/260417 To receive reports from the County and District Councillor and also comments from members of the public on matters on the Agenda

Cllr Stringer was unable to attend the meeting owing to election commitments.

7/260417 To receive a report on the operation of the Vehicle Activated Sign

Martin Yates presented a detailed report on the early results from the VAS. The equipment is currently out of service owing to a technical fault being addressed by the supplier.

- The sign is fully programmable and records vehicle speeds in both directions. Battery life is about two weeks.
- With the speed sign on, alerting drivers to their actual speed, average mph in Station Road over the period late Feb to mid March were reduced by about 2mph compared with speeds recorded when the display was off. Average speeds being recorded in the 30mph limit area were 38mph, with extremes of 81mph and 97mph being achieved.
- 3,400 vehicles a day were using the road, which is about 2.3 per minute. About 50%

of the total 73,000 passing the sign during the period were exceeding the speed limit.

- There is more speeding after sunset than during daylight hours, and more traffic generally during the week than at weekends.
- Further data from Broad Road and Mendlesham Road will be collected when the equipment has been repaired.

Parish Councillors thanked Martin for his report. It was agreed data should be collected from the other sites and then shared with neighbouring villages. An overall picture could be built up and discussed with the police with a view to considering next steps.

8/260417 To discuss the War Memorial

The Heritage Lottery Fund having rejected our funding application, it was agreed to pursue a local solution. It may be possible to remove the yew tree and underpin the memorial. Costs are awaited for future discussion.

9/260417 To receive a financial report from the Clerk including any payments due

As the Clerk has not yet gathered the up-to-date information, this was held over to the next week. The internal audit for 2016/17 is in hand.

10/260417 Correspondence and urgent matters to be brought to the attention of the Parish Council

- The contract of employment with the new Clerk, Rod Caird, was signed.
- Annual Clerk's cost of consumables and training etc would be less than £150.
- Clerk will be glad to contribute observations as appropriate on the Parish Council's procedures and activities.
- It was agreed after discussion to start gathering names and data for a village email list either via Mailchimp or Google Groups, and that the PC needs to register under the Data Protection Act.
- It was agreed the Clerk would present a bank reconciliation to each Parish Council meeting.
- The Cotton Quarterly will be compiled by Kirsty Pollintine from now on and a letter of thanks will be sent to Danielle Whitmore for her hard work. The current edition will be distributed in the usual way but the method should be reviewed for future editions. An electronic version would be considered.
- Some Parish Council records could be stored in a cupboard in the Village Hall. Clerk will inquire about depositing records with the Suffolk Record Office.
- It was agreed the noticeboards at the bus shelter and school were no longer required and could be removed. The board at J. Lawes would be repaired by Martin Yates and used for display of the footpath map. The main Parish Council noticeboard would now be the one at the Village Hall. It will be maintained by the Clerk.

11/260417 To confirm the date of the Annual Parish Meeting (Thursday May 18) and of the AGM of the Parish Council (Wednesday May 24).

Confirmed