

# LOUND PARISH COUNCIL

## PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held at Lound Village Hall  
on Monday 2<sup>nd</sup> October 2017 at 7.30 pm.

**(Subject to amendment until signed by the Chairman at the next meeting)**

Present: Louis Smith, Judith Hobbs, Peter Larcombe, Marina Patterson, Paul Strowlger,  
Miles Thomas, Gayle Welsh, Paul Ashdown, and Keith Robinson.

John Burford — Clerk

The Chair welcomed those present and introduced the meeting by advising those present of the location of the Fire exits.

### 1. Welcome & Apologies

Apology from James Reeder.

### 2. Declaration of Interest

Declaration of any pecuniary or other interest with regard to items on the agenda  
There were none.

### 3. Minutes of The Last Meeting and Matters Arising – *To confirm the minutes of the meetings held on Monday 7<sup>th</sup> August 2017 and 20<sup>th</sup> September 2017.*

Some minor grammatical errors were corrected and the date for the October 2018 meeting was changed.

Judith proposed acceptance of the minutes for 7<sup>th</sup> August, seconded by Peter and agreed by those present.

Louis proposed acceptance of the minutes for 20<sup>th</sup> September, seconded by Paul.

### 4. Clerk's Resignation

John Burford has handed in his resignation and will leave at the end of October. It was agreed that Louis would act as interim clerk until a new clerk is appointed.

Thanks were given to John for providing continuity and doing what needed to be done. It was noted that he'd been in post longer than any of the present Parish Councillors.

A new clerk is now needed. Before advertising for a new clerk the job description and contract of employment need to be updated. It was suggested that a closed session be held after the meeting to discuss the issue – agreed by all present.

### 5. Police and Speedwatch

A discussion took place on the role of Speedwatch, and whether Speedwatch would be a useful traffic calming measure on Sands Lane. It was agreed that Vehicle Activated Speed Signs are a better way of controlling speed.

Liz Casey, Lowestoft Inspector, is willing to see and talk to Councillors

Signed      Chairman, ..... Clerk, ..... Date.....

**6. Public Forum**

There were no members of the public present.

**7. Updates:**

**Onesuffolk website** – <http://lound.onesuffolk.net>

Up to date minutes of Parish Council meetings have been uploaded. Minutes of the Neighbourhood Planning Steering Group, and the Neighbourhood Plan questionnaire are also available on the website.

**Webcam**

No further information available.

**Parking on The Street**

There have been some concerns expressed as cars are now parked on both sides of The Street, particularly at the bend south of 40 The Street. This has caused problems when wide farm vehicles have tried to go through. If new houses are built on the land south of 40 The Street, as suggested in the WDC draft Local Plan, the access onto The Street will be at this point, so parking restrictions may be necessary.

**8. Third Crossing**

Waveney District Council have opened an online consultation about the proposed third river crossing in Lowestoft, and all residents are encouraged to comment.

**9. Neighbourhood Planning**

A questionnaire was delivered to all households in Lound and Somerleyton. Just over 50% have been completed and returned. The Neighbourhood Planning Steering Group will now write the draft Neighbourhood Plan using information from the responses. A planning consultant has been engaged to help with writing the planning policies, which must comply with the National Planning Framework, and Waveney’s emerging Local Plan.

**10. Report from District and County Councillors**

Waveney District Council are working on the responses to the draft Local Plan. County Councillors appreciate the work being carried out by Lound both in the Neighbourhood Plan and Speedwatch.

**11. Correspondence**

*A list is available. Every document has been circulated by email. Paper copies are available if required.*

**12. Future Scheduled Meetings**

The next meeting will be on 4<sup>th</sup> December 2017.

It was agreed that scheduled meetings in 2018 would continue to be held on Monday evenings, with a meeting every second month. The meeting dates for 2018 are:

5<sup>th</sup> February, 9<sup>th</sup> April, 7<sup>th</sup> May (Parish Annual Meeting), 4<sup>th</sup> June, 6<sup>th</sup> August, 1<sup>st</sup> October, 3<sup>rd</sup> December.

**13. Accounts**

Business Bonus Account.	Balance at 21 <sup>st</sup> September 2017	£3,803.58
Community Account	Balance at 21 <sup>st</sup> September 2017	£1,246.50
Payment of invoices for:		
Clerk’s Salary (August and September)		£262.00
HMRC		£ 39.40
Parish Council Insurance with Zurich		£167.44
Somerleyton Parish Council (contribution towards printing of Neighbourhood Plan questionnaires)		£158.48
Community Action Suffolk (software to analyse questionnaire responses)		£120.00

Acceptance of the accounts and approval to make these payments was proposed by Louis, seconded by Judith, and agreed by all Councillors.

The annual return for the year ending 31<sup>st</sup> March 2017 has not yet been sent to the auditors. The clerk explained that he had not been able to reconcile the figures. Louis and Judith offered to help if required.

**14. Councillors Forum**

*To request items to be placed on the Agenda for the next Parish Council meeting*

It was mentioned that the RSPB has an attractive sign that asks people not to feed bread to ducks as this is not good for their health. It was suggested that such a sign could be obtained for the Mardle with bird seed possibly being sold in the Cafe - Gayle to follow through.

**15. Closed Session**

A closed session was convened to discuss the clerk’s contract of employment and job description. However due to lack of time it was agreed that Louis and Judith would form a sub-committee to look at these items, and to progress the recruitment of a new Parish Clerk.

The meeting closed at 8.45 pm.

Signed      Chairman, ..... Clerk, ..... Date.....