

LONG MELFORD PARISH COUNCIL

The Parish Offices, Cordell Road, Long Melford, Suffolk CO10 9EH
Tel: 01787 378084 Email: clerk@longmelford-pc.gov.uk



Full Parish Council Minutes of Meeting

Meeting called for **7:30pm, Thursday 5th November 2020**
Location **Conducted by remote videoconferencing due to the COVID-19 pandemic.**
Councillors present **I. Bartlett, R. Delderfield, J. Ewbank, R. Kemp, L. Malvisi, C. Michette, R. Michette, L. Tipper, D. Watts, J. Watts**
Councillors absent **J. Lines, J. Nunn**
Also attending **D. Lovelock (Parish Clerk)**
34 members of the public

If not attached to these Minutes then associated documents referred to in it are available online at www.longmelford-pc.gov.uk, or from the Parish Clerk on request.

The Chair opened the meeting at 7:30pm. The following Agenda Items were addressed.

20/11-1 Motion: Election of a New Parish Council Chair

It was proposed and seconded that Cllr Liz Malvisi should be offered the position of Parish Council Chair, which she accepted.

Resolved, that the Council unanimously votes to appoint Cllr Liz Malvisi to the position of Parish Council Chair, to serve until 6th May 2021.

20/11-2 Apologies for Absence

An apology was received from Cllr Nunn.

The Clerk confirmed that Cllr Lines, who did not attend, had been granted a leave of absence until May 2021.

20/11-3 Declarations of Interest & Requests for Dispensation

Cllr Malvisi declared an interest in Agenda Item 20/11-11(b), as being the Babergh District Council (BDC) Environment Portfolio holder she was unable to vote on the matter.

No requests for dispensation were received.

20/11-4 Confirmation of the Accuracy of Minutes

Cllr Tipper requested, and the Council agreed, that minuted Item 20/10-21 of the Meeting held 01/10/2020 should be amended to clarify that the Clerk had been responsible for drafting contracts and the Country Park Committee had no involvement in this.

Resolved, that subject to the agreed amendment being made to Item 20/10-21, the Minutes for the Full Parish Council Extraordinary Meeting held 24/09/2020, and of the Minutes for the Full Parish Council Meeting held 01/10/2020, be accepted as providing an accurate record and that the Clerk be authorised to apply the Chair's signature to them electronically.

20/11-5 Public Participation

A member of the public asked how decisions regarding Agenda Items, for which the public and the press were excluded from a meeting, were communicated to them afterwards. The Clerk replied that such items were treated on a case-by-case basis, but the overriding principle was always that confidentiality, and of the requirements of the GDPR, were not breached.

To that end, the Clerk liaised with the Council to agree a form of words in the Minutes that would communicate the appropriate information, with the level of detail varying dependent upon circumstances.

Cllr Kemp joined the meeting at 7:39pm, apologising for his late arrival.

20/11-6 County Councillor's Report (Appendix 1)

The Council received and noted Cllr. Kemp's report.

20/11-7 District Councillor's Report

The Council received and noted Cllr. Malvisi's verbal report.

20/11-8 Parish Clerk's Report (Appendix 2)

- In answer to enquiries from Councillors regarding Report Item 3, the Clerk provided clarification regarding the process for filling the current casual vacancy resulting from a councillor's resignation.
- In answer to an enquiry from Cllr Kemp regarding Report Item 9, the Clerk said that, in the public section of the meeting, he was unable to expand upon the information provided in his report.

The Council then received and noted the Clerk's report.

20/11-9 Council Action Plan Review (Appendix 3)

The Council received Action Plan updates regarding items 1, 2, 3, 6, 8, 12, 20 and 21 from Cllrs Delderfield, Kemp, Bartlett and Ewbank.

20/11-10 Council Finances

(a) Payments Schedule (Appendix 4)

Resolved, that the Payments Schedule for November 2020 be agreed.

It was also agreed that the Clerk would post to Councillors the recently purchased copies of 'The Good Councillor's Guide'.

(b) Cash Book Report (Appendix 5)

The Cash Book Report for September 2020 was received and noted.

(c) Statement of Accounts, Balance Sheet and Bank Reconciliations (Appendix 6)

The Statement of Accounts, Balance Sheet and Bank Reconciliations for the period 1 April to 30 September 2020 was received and noted.

20/11-11 Other Business

(a) Planting Trees and Hedgerows (Appendix 7)

Cllr Malvisi explained that BDC had commenced an initiative, offering free tree and hedgerow planting, through which parishes could improve their local biodiversity and ecosystems. This was welcomed by Councillors.

Cllr D. Watts left the meeting at 8:09pm.

At Cllr Bartlett's suggestion it was agreed that a small working group would be created to progress the matter, consisting of two Councillors from the Neighbourhood Plan Steering Group, a local landowner and two members of the public.

Cllr D. Watts re-joined the meeting 8:11pm



The Clerk was requested to obtain applications for membership of the working group by publicising the matter in the meeting minutes and on the Council's website.

(b) Motion: Melford Walk Cycling Petition (Appendix 8)

During a comprehensive debate regarding the pros and cons of the matter, Cllr Kemp stated that he had been in discussion with various Suffolk County Council officials about the petition. This included the Area Rights of Way Manager, who had stated that they felt sure that "... a compromise could be reached which would appease most parties". In this way the interests of walkers and cyclists could be accommodated, while continuing to protect wildlife. At the same time, the Parish Council would have to ensure that its legal liability regarding any enhanced use of the Railway Walk was properly managed. This approach was agreed by the majority of Councillors, following which the motion was put to a vote.

Resolved, that the Council supports the Melford Walk Cycling Petition, which asks Suffolk County Council to consider allowing cycling along the Melford Walk.

The Clerk confirmed that he would advise the County Council accordingly next week.

(c) Motion: Council Actions in Response to GDPR Data Breach

Cllr Ewbank recommended that Councillors should exercise caution, and take greater responsibility for their actions, regarding what they said on social media.

Cllr Bartlett and Cllr J. Watts said that when communicating with the public, they didn't consider that there could ever be a time when a Parish Councillor was acting in a private capacity, and that Councillors should bear this in mind and conduct themselves accordingly.

Resolved, that the Council takes the following actions to improve its information security procedures and prevent further data breaches.

- i. The Council will review its arrangements for data control and management, and make changes to improve security if required.
- ii. The Council will make arrangements for Councillors, staff and contractors to undergo data protection and GDPR training as required.
- iii. The Council will create and adopt a policy for the use of Social Media by Councillors and Council staff.

(d) Motion: Council Offices Covid-19 Safety Measures (Appendix 9)

Resolved, that no Councillor shall visit the offices of Long Melford Parish Council for any reason without first having made an agreed appointment by telephone or email with either the Clerk or the RFO.

(e) Motion: Old School Car Park Resurfacing

Resolved, that the Council notes that the CIL grant application (requesting £22,000 to back up our own PIIP commitment to this project of £28,000) pertaining to the Old School car park has been submitted to Babergh District Council, and that:

1. £2,500 + VAT be committed in order to instruct P Crawford (Contracting) Limited to undertake the following work at the Old School car park:
 - (i) Scrape, level and compact the existing surface, thus dealing with existing pot-holes pending full repair next spring (estimated £1,000 + VAT).
 - (ii) Excavate a test hole and over the next 5 months to monitor winter water levels, to facilitate optimum drainage solutions (estimated £1,090 + VAT).
 - (iii) The balance of £410 + vat being a small contingency reserve which hopefully will not be needed.
2. KHA Architectural Design be commissioned to submit a full planning application, before the end of November, for the upgrading of the Old School car park at an estimated cost of £350 + VAT (plus an additional £259 + VAT being the set fee levied by Babergh Planning).



Cllr Ewbank proposed that an amendment be made to Item 3 to remove the requirement to seek quotations via the online Contract Finder procurement facility.

The Clerk referred Councillors to the advice obtained from SALC, recommending that the matter should be addressed by a resolution to suspend Standing Orders.

Resolved, that, with regard to Agenda Item 21/11-11(e)3, the proposal be amended and Standing Orders be suspended in respect of the requirement to seek quotations via the online Contract Finder procurement facility.

Resolved that,

- 3. P. Crawford (Construction) Ltd, DW Surfacing (Eastern) Ltd and Wiles Contractors Ltd be invited to tender for the work.**
- 4. The Finance Committee, at its meeting dated 26th November 2020, be authorised to consider quotations and to appoint the Council's contractor.**
- 5. Cllrs Delderfield and Ewbank, in conjunction with the Clerk and RFO, be authorised to progress the Council's grant and planning applications.**
- 6. Between meetings, the Clerk be authorised to take decisions enabling progress with the car park based on Councillor replies to email consultations.**

Councillors thanked Cllrs. Delderfield and Ewbank for their hard work progressing the project.

20/11-12 Reports

(a) Country Park Committee's Report

The Council received and noted Cllr. Bartlett's verbal report.

(b) Neighbourhood Plan Steering Group Report

The Council received and noted Cllr. Ewbank's verbal report.

The Chair thanked Cllrs. Delderfield and Ewbank, and the rest of the Steering Group, for their hard work progressing the project over an extended period.

20/11-13 Motion: Exclusion of the Public and Press

Resolved, that under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the Meeting for Agenda items 20/11-14, 20/11-15 and 20/11-16 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

The Chair adjourned the meeting at 09:25pm to allow it to be continued as a new videoconferenced session to be held in camera. The Chair reconvened the meeting at 9:30pm with the public and press absent.

20/11-14 Complaint Against Contractor (Appendix 10)

The Clerk referred Councillors to his report regarding the complaint, which was received and noted. The Clerk informed Councillors that complainants had been advised regarding the limits of the Council's authority regarding the matter complained of, and the steps open to them should they remain dissatisfied with the Council's response.

Resolved, that the Council has already taken such steps as it considers appropriate, proportionate and within its legal ambit to address the situation complained of, and that no further action should be taken regarding the matter.



The Clerk left the meeting at 9:48pm, having been asked to do so by the Chair on the advice of the Personnel Committee, which advised that Agenda Items 20/11-15 and 20/11-16 related in whole or part to an alleged incident between the Clerk and a Councillor, which fell within its remit.

Cllr Ewbank agreed to take the minutes for the remainder of the meeting.

Cllr D. Watts requested that the Chair reverse the order in which Agenda Items 20/11-15 and 20/11-16 were considered by the Council, to which she agreed.

Cllr Delderfield requested that the Motions listed under Agenda Items 20/11-16 (a) and (b) be minuted as recorded votes.

20/11-16 Personnel Committee Report

- (a) The Council agreed to resolve its position regarding a complaint made by Cllr C. Michette in respect of an alleged incident involving the Parish Clerk, and consider a report submitted by the Personnel Committee. Cllr Delderfield, speaking as Acting Chair of the Personnel Committee, advised that Cllr. C. Michette had failed to bring her complaint directly to the Committee. Instead, Cllrs. C. and R. Michette had made unsubstantiated, serious allegations against the Clerk using a number of emails and social media postings, for which Cllr Delderfield provided evidence. Cllr Delderfield further said that it was the Committee's conclusion that the form of these allegations constituted a complaint, and that the Parish Council had a duty to consider it. Cllr Delderfield confirmed that the police had investigated the allegations, and were taking no action against the Clerk regarding them. The Council discussed Cllr Delderfield's information, and then agreed to vote on the following proposed and seconded motion.

Motion: That the Council has considered a complaint made about the actions of the Parish Clerk by Cllr C. Michette. The complaint is not upheld.

Voted for : Cllrs Bartlett, Delderfield, Ewbank, Kemp, Malvisi, Tipper, D. Watts, J. Watts

Voted against : None

Abstained : Cllrs C. Michette, R. Michette

Motion carried and resolved as proposed.

- (b) The Council agreed to receive the report of the Personnel Committee and declare its position based upon its findings. The Council then agreed to vote on the following three proposed and seconded motions.

- i. **Motion: That the Council has considered and received the report of the Personnel Committee that concludes with the finding that the Clerk has performed his duties to the very best of his abilities under very difficult circumstances.**

Voted for : Cllrs Bartlett, Delderfield, Ewbank, Kemp, Malvisi, Tipper, D. Watts, J. Watts

Voted against : None

Abstained : Cllrs C. Michette, R. Michette

Motion carried and resolved as proposed.

- ii. **Motion: That the Council has confidence in the Parish Clerk.**

Voted for : Cllrs Bartlett, Delderfield, Ewbank, Kemp, Malvisi, Tipper, D. Watts, J. Watts

Voted against : None

Abstained : Cllrs C. Michette, R. Michette

Motion carried and resolved as proposed.

- iii. **Motion: That all Council employees and regular contractors should be able to carry out their work without fear or favour.**

Voted for : Cllrs Bartlett, Delderfield, Ewbank, Kemp, Malvisi, Tipper, D. Watts, J. Watts

Voted against : None

Abstained : Cllrs C. Michette, R. Michette

Motion carried and resolved as proposed.



20/11-15 Petitions Received Regarding Councillors

The Council considered what actions it should take in respect of two petitions it had received, complaining about the conduct of Cllr C. Michette and Cllr R. Michette. The Council then agreed to vote on three proposed and seconded motions, and resolved as follows.

- i. Resolved, that both petitions are sent by the Parish Clerk to the Babergh District Council Monitoring Officer.**

Councillors C. Michette and R. Michette left the meeting at 10:40pm.

- ii. Resolved, that Cllr Malvisi, as Chair, should write to Cllrs C. Michette and R. Michette on behalf of the Parish Council, in recognition of the complaints made against them, asking them in future to adhere to 'the Nolan Principles' and the Code of Conduct for Parish Councillors.**

- iii. Resolved, that training on the Code of Conduct for Parish Councillors be made available to all Councillors.**

20/11-17 Details of the Next Meeting

It was confirmed that the next Full Parish Council Meeting would be held remotely at **7:30pm, Thursday 3rd December 2020.**

There being no further business, the Chair closed the meeting at 10:43pm.

Signed:



L. Malvisi

Chair, Long Melford Parish Council

Date:

04/12/2020

Long Melford Parish Council
Meeting of the Full Parish Council
7:30pm, Thursday 5th November 2020
Meeting Pack



Members of the public can find copies of the documents listed below
on the Parish Council's website at

<http://www.longmelford-pc.gov.uk/2020-full-parish-council-meetings/>

Agenda Item	Appendix	Document	-
20/11-6	1	County Councillor's Report	
20/11-8	2	Parish Clerk's Report	
20/11-8	11	Written Petition	
20/11-8	12	Online Petition	
20/11-9	3	Council Action Plan	
20/11-10a	4	Payments Schedule	
20/11-10b	5	Cash Book Report	
20/11-10c	6	Statement of Accounts, Balance Sheet and Bank Reconciliations	
20/11-11a	7	Planting Tree and Hedgerows Email	
20/11-11b	8	Melford Walk Cycling Petition Documents	
20/11-11d	9	Council Offices Covid-19 Safety Measures	
20/11-14	10	Complaint Against Contactor	

NOTES

Parish Report October 2020

Councillor

Richard Kemp

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Appendix 1

COVID-19 UPDATE - Summary

Latest Government advice is available here: www.gov.uk/coronavirus

Latest SCC information is available here: <https://www.suffolk.gov.uk/coronavirus-covid-19/>

Launch of new support line to help those with financial, job or housing worries

A phonenumber went live on 1 October 2020 to help people across Suffolk access information or support relating to debt, benefits, housing or employment.

This support service is in response to the financial impact that Covid-19 has had, and continues to have, on people across Suffolk. It is estimated that the number of people claiming Universal Credit in Suffolk has increased by 75% (approx. 24,000) since March and there has been a 238% increase in the amount of food handed out to single adults and families from Suffolk's foodbanks. There are also 104,000 people still furloughed from their jobs.

Citizens Advice Suffolk Alliance, which includes the eight Citizens Advice Bureaus across Suffolk, and Anglia Care Trust and Ipswich Housing Action Group will deliver advice and support to people through a single phonenumber. Call handlers will use resources and information from across many Suffolk organisations and specialist providers, which can be tailored to individual needs.

The phonenumber is funded by Suffolk Public Sector Leaders and has been developed by Suffolk-wide partners on the Collaborative Communities Covid-19 Board, which is part of the Suffolk Resilience Forum.

The phonenumber, **0800 068 3131**, is open from 9am to 5pm Monday to Friday

Financial impact of Covid-19 on Suffolk County Council Budget

Suffolk County Council has published their Quarter 1 Budget Monitoring Report. This focuses heavily on the impact of Covid-19 on the council's finances. The council is currently forecasting a net overspend of just £0.4m (0.1%) for the 2020-21 budget. The headline figures are:

Additional expenditure from core budget - £41.2m

- £43.9m – additional expenditure and lost income due to Covid-19
- Offset by underspend of £2.7m from non-Covid business as usual activity

Additional funding - £40.8m

- £39.1m – non-ringfenced Covid-19 grants from the Government
- £1.7m – additional funding from business rates

Children's Centres cuts given go-ahead by Scrutiny Committee

Following the Cabinet's decision in August to close 10 children's centres, my group joined forces with the Labour group to challenge this decision. Our challenge focused on concerns over the lack of financial analysis and the lack of clarity over the new outreach model.

The challenge was discussed by the Scrutiny Committee on 11 September. Unfortunately, the majority of the Committee voted against our challenge and endorsed the Cabinet's decision. This means that the planned changes to children's centres in Suffolk will go ahead.

Parents urged to have their say on school admissions consultation

Following The county council is seeking views on its proposed admissions policy for the 2022/2023 school year as well as future arrangement. This is to ensure school places are offered to children in a fair way.

The consultation, which started on Thursday 1 October 2020 will run until Thursday 12 November 2020.

The proposals include plans to:

- amend the oversubscription criteria for voluntary controlled schools. A family and/or child must be practising members of the Church of England (or other church within the Worldwide Anglican Communion) for a minimum period of one year for this criteria to apply. There is also clarification on what to do if churches are closed due to COVID-19.
- Treat a twin, triplet or other multiple birth as siblings as soon as a school named on the Education, Health and Care plan. This does not apply to siblings of children in a specialist unit or a specialist resource base for Hearing Impaired provision or a nursery, because they do not meet the sibling definition in the oversubscription criteria.

Governing bodies and academy trusts are responsible for admissions to voluntary aided, free schools and academies. If you want to view the arrangements for these schools, you should contact the school directly. Some of these schools proposed admission arrangements for 2022/2023 are within the consultation if they requested it. A paper copy of the survey can be requested by calling, **0345 603 1842**.

[More information about these changes can be found on the Suffolk County Council Website.](#)

Boundary Review restarts with consultation on draft recommendations

Following a delay due to Covid-19, the Boundary Commission has restarted the boundary review for Suffolk with a consultation on their draft recommendations, which include a reduction to 70 councillors. Any boundary changes will not be implemented until the 2025 elections.

The draft recommendations and boundary changes are available to view on the Boundary Commission's website: <https://www.lgbce.org.uk/all-reviews/eastern/suffolk/suffolk-county-council>

The consultation on these recommendations will run from 15 September – 23 November and can be found here: <https://consultation.lgbce.org.uk/have-your-say/18495>

Council announces £300,000 for electric vehicle charging points in rural Suffolk

100 fast charging points for electric vehicles will be installed in rural parts of the county by Suffolk County Council. The council will be reaching out to interested parish and town councils and non-profit organisations, to put in fast chargers where there are currently none. The funding will cover the installation and set-up costs, meaning very little expense for the hosts and possibly creating a source of income for them.

This project is the first to benefit from the council's Suffolk 2020 Fund, which was announced earlier this year. It is a £3m fund for the council's own projects to bid into, which must help address its climate emergency declaration and improve Suffolk for all residents in years to come.

The £300,000 award will link into the council's existing Plug In Suffolk project which was launched in February 2019. It is the UK's first 'fully open' public fast charging network for electric vehicles, meaning drivers simply pay by contactless payment with no need to register their details.

The fast charging points supplied by Plug In Suffolk do not require any registration, membership or apps - drivers simply park, plug in and charge using contactless payment.

There have already been expressions of interest for charging points from around 20 suitable sites. In the coming weeks, officers from Suffolk County Council will be contacting town and parish councils to investigate more possible locations.

For further information on Plug In Suffolk or to apply to join the network, visit www.greensuffolk.org/plug-in-suffolk

Suffolk County Council decides to oppose Sizewell C

The Cabinet at Suffolk County Council agreed on 22 September that they can no longer support EDF Energy's proposals for Sizewell C in their current form. However, the Cabinet maintained their support for the principle of a new nuclear power station in Suffolk.

The Cabinet's key concerns were regarding transport impacts, site design and the environmental impact on the Suffolk coast. The Cabinet also believe that the current proposals do not sufficiently avoid, minimise, mitigate or compensate impacts of the proposed development.

These concerns will be submitted as Relevant Representations to the Planning Inspectorate.

Work to begin on temporary cycle lanes in Bury St Edmunds

Suffolk County Council will soon be installing temporary cycle lanes in Bury St Edmunds following instruction from Government.

The temporary measures are intended to make active travel, walking and cycling, safer and easier to avoid overcrowding the transport network and to support the town's transition from lockdown into the cautious recovery phase from COVID-19. The interventions will ensure those people who need and want to make essential journeys and take exercise by foot or bike can do so whilst maintaining social distancing.

The county council will:

- Close Lancaster Avenue at its junction with Tollgate Lane to motorised traffic. This will create a safer, quieter neighbourhood for residents, pedestrian and cyclists – particularly those traveling to the nearby primary and secondary schools.
- Change the junction layout at Northgate Street and Mustow Street to improve provision for cyclists. The scheme will reallocate some of the road space to cyclists by introducing a lightly segregated mandatory cycle lane which will stretch back past the junction with Looms Lane.

Construction of these schemes are planned for 29th September and will take 4 nights to complete.

- Improve cycle provision on Risbygate Street. A lightly segregated mandatory cycle lane will be introduced on the north side of the road from its junction with Parkway to its junction with St Andrews Street (North). These improvements will form part of a corridor-based approach which will ultimately see improvements on the key east-west corridor from Newmarket Road, through Risbygate Street and Brentgovel Street and onto Looms Lane where it will join improvements planned on Northgate Street.

The schemes will be delivered temporarily in the first instance for a minimum six-month trial period. During the implementation phase the county council is keen to hear from local residents and commuters before decisions are made on any permanent changes.

If any of the schemes are not working as anticipated, Suffolk County Council can change their locations, add other measures or remove schemes at short notice. This can occur at anytime during the implementation phase. Local residents will be able to have their say by filling in a short survey at www.suffolk.gov.uk/walkingandcycling and selecting the location or by scanning the QR Code which will be on signage at the schemes. The survey will be open from Friday 2nd October 2020.

After the trial period, Suffolk County Council will then decide if the changes are going to become permanent. The feedback provided by local residents will help inform this decision.

Suffolk County Council is implementing a variety of measures across the county's towns that will allow more people to carry out exercise and support well being, whilst continuing to follow the latest guidelines from Government. This includes widening existing cycle lanes and footpaths, providing temporary footpaths and cycle lanes and changing traffic signal timings to reduce waiting times for pedestrians and cyclists.

To keep up to date with Suffolk County Council's latest information on active travel improvements across Suffolk, visit suffolk.gov.uk/walkingandcycling.

Local authorities are being encouraged to make significant changes to road layouts across the country, following the Transport Secretary Grant Shapps' announcement of a £250m investment on swift emergency interventions to make walking and cycling safer and easier during the COVID-19 pandemic.

LONG MELFORD PARISH COUNCIL

Parish Clerk's Report for August 2020

Appendix 2

COVID-19 Contact Tracing

In accordance with NALC guidance, QR Code Poster ordered for office and visitor details logging system implemented.

Missing Dropped Curbs

Missing dropped curbs in the Roman Way area have been reported to Suffolk Highways.

Resignation of Councillor

Having taken legal advice from both the National Association of Local Councils and Babergh District Council, it was determined that Cllr Clayton had resigned from the Council. Notices of the casual vacancy has been published, which will be filled either by co-option during November/December 2020, or an election to be held in May 2021.

Fallen Trees

Three trees have fallen in the Country Park. Contractors have been engaged to relocate them to a safe position or remove them as appropriate.

Petition Regarding a Councillor

A petition bearing 18no. signatures has been received regarding the conduct of Cllr Carole Michette. The wording, together with a covering letter, is attached as Agenda Appendix 11.

Resignation of the Council Chair

Cllr John Nunn resigned as LMPC Council Chair on 6th October 2010. Councillors subsequently decided that a new Chair should be elected at the scheduled Council meeting to be held 05/11/2020, rather than at an extraordinary meeting to held in the interim.

Data Breach

A member of the public complained regarding a data breach, in that the Park Ranger posted onto social media stills showing the complainant, taken from the Council's CCTV recordings, without the complainant's permission in contravention of the GDPR. Upon investigation the Clerk upheld the complaint. The ICO was contacted within the 72 hour reporting material and the breach has been deemed non-reportable. The Council has taken remedial action, including removing the Ranger's access to the CCTV equipment and recordings. This matter is further addressed at Agenda Item 20/11-11c.

Petition Regarding Two Councillors

An online petition bearing 119 signatures has been received stating that Cllrs Carole and Richard Michette have put the reputation of the Council into disrepute. A petition wording and summary information is attached as Agenda Appendix 12.

Accident at the Old School Car Park

A member of the public has advised that they tripped in a pothole in the car park and sustained injuries as a result including a broken a bone in their hand, a strained ankle and pulled calf muscle. The matter has been referred to the Council's insurers.

Actions Arising from Meetings

As at 30/10/2020

Agenda Item	Action Arising	Action By	Completion Status
19/171	Complete a land registry search to ascertain the ownership of the Hills Charity Land.	Cllr Delderfield	O/S
19/187	Resolve Melford Green access and parking issues.	Cllr Ewbank Cllr Nunn	O/S
19/194	Council to instruct solicitors to conduct a Land Registry Search regarding the cricket playing field.	Cllr Delderfield	O/S
20/03-17	Bring proposal to the Council for purchasing additional VAS devices using over £3,600 of allocated S106 money.	Cllr Nunn Cllr R. Michette	O/S
20/03-18	Ascertain the status of a four-acre parcel of charity land at Back Lane and report back to the Council.	Cllr R. Michette	O/S
20/06-E10	(9.5) Sites and costs for additional Village seating to be identified.	Cllr Bartlett Cllr C. Michette	O/S
20/06-E10	(9.9b) Obtain plans from SCC showing the precise proposed location of the dropped kerbs near the Black	Cllr Kemp	O/S
20/07-15	Investigate the cost of proposed improvement works to the Village centre and report to the Council.	Cllr Bartlett Cllr Ewbank	O/S
20/08-17	Redraft the Civic Awards Policy	The Clerk	O/S
20/08-18	Conduct a survey of local residents to establish how they would like to see the play area facilities at Cordell Place improved.	Cllr C. Michette Cllr R. Michette	Completed
20/09-14	Investigate, cost and report back to the Council regarding lease and service agreement options for a replacement printer.	The Clerk	O/S
20/09-19	Write to Cllr Kemp, requesting that he use his best efforts to progress a drainage problem with the SCC.	The Clerk	O/S
PCOM Mtg Sep 2020	Report on the cost of a sign identifying the Top Green public toilet, which can be seen from some distance away.	The Clerk	O/S
20/10-13	BDC grant of £5,500 accepted for future Melford in Bloom capital cost.	The Clerk	Completed
20/10-14	£2,000 donated to the Melford Heritage Centre	The RFO	Completed
20/10-15	Provide costs of entering service agreement with Sudbury Community Wardens	The RFO	O/S
20/10-16	Employ an external contractor to revamp the Council website	The Clerk	O/S
20/10-18	Purchase machinery and tools for the Country Park	CP Committee	O/S

20/10-19 (i)	Apply for CIL Funding for Old School Car Park resurfacing	The RFO	Completed
20/10-19 (ii)	Draft a business plan to support the grant application	Cllrs Ewbank, Delderfield, The Clerk, The RFO	Completed
20/10-19 (iii)	Sign Old School Car Park Lease	Cllr Ewbank Cllr Delderfield	Completed
20/10-20	IT systems review.	The Clerk	O/S
20/10-21	Send letter of thanks to LMOS for its work in the Country Park	The Clerk	O/S

November 2020 payment schedule

Presented to the Parish Council meeting date 5 November 2020

Appendix 4

Payments approved by Cllrs since the last meeting

		Amount	VAT Accrual	Net Payment
Holmes and Hills	Additional lease charges	£900.00	£0.00	£900.00
Lee Phillips	Top up Covid-19 Volunteer Helpline mobile	£20.00	£0.00	£20.00

Chargecard payments authorised by the Clerk (Statement date 1 October 2020)

	Amount	VAT Accrual	Net Payment
No payments to report			

October 2020 payments for authorisation

Payee	Description	Amount	VAT Accrual	Net Payment
EFT Ltd	Council office cleaning	112.00	£0.00	£112.00
EFT Ltd	Cemetery toilet cleaning and sundry maintenance	£1,130.00	£0.00	£1,130.00
Martin Richards	Remembrance banner	£50.00	£0.00	£50.00
Suffolk Association of Local Councils	15 copies of Good Councillors Guide (2018 edition)	£59.94	£1.24	£58.70
MMC Locksmiths	High security padlock and keys for Country Park	£117.50	£0.00	£117.50
MMC Locksmiths	Supply and install 4 deadlocks to Country Park	£460.00	£0.00	£460.00
Babergh District Council	Rent of bus shelter site at Martyns Rise	£1.25	£0.00	£1.25
Sudbury Town Council	Community Warden - graffiti removal / bins collection	£63.74	£10.63	£53.11
Sudbury Office Supplies	Printer paper / 1 lever arch file	£24.85	£4.14	£20.71
999 Network Services	NP domain registration and hosting	£40.00	£0.00	£40.00
Alan Sawyer	October expenses	£99.19	£7.19	£92.00
		£2,046.47	£23.20	£2,135.27

Payments due prior to next meeting

Direct debit and standing orders approved by the Council in March 2020 and August 2020

November 2020 salary, pension and HMRC payments

Contractual payments arising from prior decisions of the Council

Payments arising from decisions of the Council on 5 November 2020

The payments above were authorised at the Parish Council meeting dated 5 November 2020

Councillor Signature:

Appendix 5

How paid received	Payer	Description	Amount	VAT	Net Payment
Council receipts during September 2020					
INT	Nationwide Building Society	interest - Aug 2020	28.88	0.00	28.88
BGC	Babergh District Council	Small Business Grant	10,000.00	0.00	10,000.00
500459	Donor names withheld	Defibrillator donations	877.00	0.00	877.00
500458	Various donors	Defibrillator donations	543.00	0.00	543.00
500458	Edwards Funeral	Burial income Sec D: K1	575.00	0.00	575.00
500458	Co-op Funeral Directors	Burial income Sec D: G5	55.00	0.00	55.00
FPI	Luxstone Memorials	Burial income Sec A: K19	410.00	0.00	410.00
BGC	HMRC	VAT refund Apr - July	3,257.49	0.00	3,257.49
500460	Edwards Funeral	Burial income Sec D: X9	1,050.00	0.00	1,050.00
500460	Donor name withheld	General donation	40.00	0.00	40.00
500460	Donor names withheld	Defibrillator donations	360.00	0.00	360.00
500461	Budgens (Collection box)	Defibrillator donations	38.29	0.00	38.29
BGC	Babergh District Council	Precept (part two)	72,500.00	0.00	72,500.00
FPI	Came and Company	Insurance claim refund	4,781.40	0.00	4,781.40
BGC	Babergh District Council	Recycling credit	356.18	0.00	356.18
FPI	H & AW Palmer	Burial income Sec D: W9	1,050.00	0.00	1,050.00
FPI	H & AW Palmer	Burial income Crem 4: A12	820.00	0.00	820.00
500462	Donor names withheld	Defibrillator donations	507.40	0.00	507.40
500462	Donor name withheld	Melford in Bloom donation	800.00	0.00	800.00
			98,049.64	0.00	98,049.64
Council payments during September 2020					
DD	EOn	Electricity to 14/8/20	9.73	0.46	9.27
DD	British Gas	Electricity to 12/8/20	69.32	3.30	66.02
DD	British Telecom	Cemetery Manager mobile	16.80	2.80	14.00
FPO	Alan Sawyer	August expenses	24.56		24.56
FPO	Don Lovelock	August expenses	8.53		8.53
FPO	EFT Ltd	Cemetery and office toilets cleaning	864.60		864.60
FPO	Grown in Suffolk	MIB: August plant watering	430.00		430.00
FPO	P Crawford	Hedge cutting at Old School	150.77	25.13	125.64
FPO	Paul MacLachlan	April to August Expenses	37.75		37.75
FPO	PKF Littlejohn LLP	External audit	720.00	120.00	600.00
FPO	Sudbury Town Council	Bin dispensers and Xmas lights removal	521.62	86.94	434.68
FPO	Suffolk Assn of Local Councils	Clerk training	132.00	22.00	110.00
FPO	VR Electricals Ltd	Defibrillator installation	170.00		170.00
FPO	Webb Truck Equipment	Steel security door	960.00	160.00	800.00
FPO	Auto Innovations Ltd	Purchase and install Nature Reserve signage	1,328.40	221.40	1,107.00
FPO	Gryphon First Aid Unit	Defibrillator kit	1,020.00	170.00	850.00
FPO	Indigo Ross	LM walks leaflet design	480.00	80.00	400.00
FPO	Long Melford Cricket Club	Grant payment	1,500.00		1,500.00
FPO	Suffolk County Council	Refund of unspent grant	84.00		84.00
FPO	TA Accounts	September payroll	7,363.70	6.80	7,356.90
DD	Lloyds Bank Chargecard	Annual chargecard fee	32.00		32.00
DD	Information Commissioner	Annual renewal	35.00		35.00
FPO	Arthur J Gallagher	Insurance renewal 1/10/2020	2,404.28		2,404.28
DD	EOn	Electricity to 14/09/20	9.96	0.47	9.49
			18,373.02	899.30	17,473.72

Appendix 6 Detailed Income and Expenditure Statement, Balance Sheet and Bank Reconciliation

for the year to 30 September 2020

Actual to 31 March 2020	Nominal Account	Actual to 30 Sept 2020	2020/21 budget	Budget variance
138,132.00	Precept	145,000.00	145,000.00	0.00
0.00	Locality Grant	0.00	0.00	0.00
400.58	Interest received	58.69	500.00	-441.31
25,490.00	Burial Ground Revenue	17,280.00	25,000.00	-7,720.00
558.44	Recycling income	356.18	500.00	-143.82
20.16	Recovered office costs	0.00	0.00	0.00
9,102.39	Donations	8,925.89	0.00	8,925.89
165.00	Advertising Income	0.00	0.00	0.00
1,462.50	Neighbourhood Plan grant	0.00	0.00	0.00
19,665.45	S106 Receipts	0.00	0.00	0.00
64,337.10	CIL Receipts	23,124.92	0.00	23,124.92
27,314.80	Reg 123 CIL Receipts	0.00	0.00	0.00
0.00	Grants received	10,000.00	0.00	10,000.00
3,842.28	Babergh Cleansing grant	1,020.24	2,000.00	-979.76
0.00	Insurance claim payment	4,781.40	0.00	4,781.40
1,500.00	Suffolk County Council Locality grant	0.00	0.00	0.00
291,990.70	Total Income	210,547.32	173,000.00	37,547.32
41,255.72	Salaries	23,009.14	42,000.00	18,990.86
12,793.74	Employer's National Insurance	6,494.16	15,000.00	8,505.84
15,300.01	Employer's Pension	8,092.64	17,000.00	8,907.36
721.73	Staff Expenses	204.72	500.00	295.28
70,071.20	Staff costs	37,800.66	74,500.00	36,699.34
0.00	Staff Contingencies	0.00	1,500.00	1,500.00
352.00	Payroll Charges	204.00	400.00	196.00
7,806.25	Temporary staffing costs	0.00	0.00	0.00
8,158.25	Other Employment Related Costs	204.00	1,900.00	1,696.00
458.33	Rent	0.00	0.00	0.00
1,288.50	Rates	0.00	0.00	0.00
1,864.55	Insurance	2,404.28	1,900.00	-504.28
145.34	Gas	0.00	0.00	0.00
555.20	Electricity	319.21	220.00	-99.21
136.49	Water	0.00	270.00	270.00
1,208.54	Telephone and Broadband	416.09	550.00	133.91
177.00	Website	102.00	120.00	18.00
806.54	Office Supplies	85.84	500.00	414.16
48.12	Postage	0.00	60.00	60.00
396.00	Software and Licences	659.47	0.00	-659.47
0.00	IT Support	0.00	1,120.00	1,120.00
70.71	IT Hardware Purchases	0.00	0.00	0.00
900.00	Audit	900.00	980.00	80.00
2,460.00	Legal Fees	1,600.00	0.00	-1,600.00
1,421.59	Equipment and Furnishings	54.00	800.00	746.00
434.00	Meeting Room Rental	121.50	400.00	278.50
1,175.84	Subscriptions	1,492.00	1,500.00	8.00
172.00	Training - Councillors	0.00	800.00	800.00
778.60	Training - Staff	110.00	500.00	390.00
2,713.56	Elections	0.00	500.00	500.00
226.83	Miscellaneous Expenses	247.38	0.00	-247.38
0.00	Discretionary Spending	0.00	2,550.00	2,550.00
17,437.74	Office Administration Costs	8,511.77	12,770.00	4,258.23
477.95	Rates	558.43	500.00	-58.43
132.66	Electricity	226.70	100.00	-126.70
141.70	Water	12.11	200.00	187.89
1,535.51	Servicing and Machinery	4,255.02	2,200.00	-2,055.02
330.60	Fuel	139.30	350.00	210.70
56.65	General Expenditure	80.00	50.00	-30.00
0.00	Church Drive	0.00	500.00	500.00

Long Melford Parish Council
Detailed Income and Expenditure Statement, Balance Sheet and Bank Reconciliation
for the year to 30 September 2020

28/10/2020: 11:22

Actual to 31 March 2020	Nominal Account	Actual to 30 Sept 2020	2020/21 budget	Budget variance
292.00	Bin Collection	295.00	850.00	555.00
1,350.00	Glebe Land Preparation	0.00	0.00	0.00
100.00	Operating Costs	2,715.77	100.00	-2,615.77
4,417.07	Burial Services	8,282.33	4,850.00	-3,432.33
				0.00
9,540.03	Street Lighting Maintenance	0.00	8,500.00	8,500.00
73,250.72	New Street Lights - Phase 2	0.00	0.00	0.00
0.00	New Street Lights - Phase 3	0.00	7,500.00	7,500.00
82,790.75	Street Lighting Maintenance	0.00	16,000.00	16,000.00
738.83	Electricity	277.53	600.00	322.47
948.15	Water	83.96	600.00	516.04
5,000.00	LMOS Maintenance Contract/ Ranger	2,500.00	5,000.00	2,500.00
3,200.00	LMOS Tree Felling	0.00	9,000.00	9,000.00
2,717.71	Operating Costs	1,671.18	2,000.00	328.82
12,604.69	Long Melford Country Park	4,532.67	17,200.00	12,667.33
328.90	Electricity	104.82	350.00	245.18
520.16	Water	48.90	550.00	501.10
9,425.60	Operating Costs	294.98	9,180.00	8,885.02
197.52	Grass Cutting and Paths Maintenance	0.00	200.00	200.00
23,101.66	Cordell Road Toilets	0.00	0.00	0.00
33,573.84	Public Toilets	448.70	10,280.00	9,831.30
1,220.66	Operating Costs	205.82	700.00	494.18
2,217.27	Litter and Dog Bin Collection	4,059.02	2,000.00	-2,059.02
1.25	Bus Shelter	0.00	1.00	1.00
126.79	Notice Boards	50.00	0.00	-50.00
30,440.39	LM Village Memorial Hall	0.00	0.00	0.00
0.00	Heritage Centre	0.00	0.00	0.00
0.00	Old School Car Park Maintenance	376.28	0.00	-376.28
0.00	Melford Walk	1,107.00	0.00	-1,107.00
0.00	War Memorial	0.00	10,500.00	10,500.00
0.00	SCC Locality Grant	0.00	0.00	0.00
34,006.36	Public Places	5,798.12	13,201.00	7,402.88
1,535.00	Neighbourhood Plan	400.00	2,000.00	1,600.00
1,046.25	Community Grants	2,928.00	3,000.00	72.00
0.00	Youth Engagement	0.00	0.00	0.00
0.00	Miscellaneous Expenditure	0.00	0.00	0.00
2,581.25	Grants	3,328.00	5,000.00	1,672.00
3,026.22	Christmas Lights	128.06	2,000.00	1,871.94
695.00	Christmas Tree	0.00	1,200.00	1,200.00
803.06	Remembrance Sunday	0.00	850.00	850.00
7,623.90	Melford in Bloom	6,120.73	7,500.00	1,379.27
0.00	Music on the Green	0.00	750.00	750.00
12,148.18	Events	6,248.79	12,300.00	6,051.21
3,458.05	Defibrillator installations	6,778.88	2,500.00	-4,278.88
595.00	Vehicle Activated Signage	0.00	0.00	0.00
0.00	BT Phone Box	0.00	0.00	0.00
0.00	Policing	0.00	0.00	0.00
4,053.05	Projects	6,778.88	2,500.00	-4,278.88
10,148.32	Year to date surplus/ (deficit)	128,613.40	2,499.00	-126,114.40

Long Melford Parish Council
Detailed Income and Expenditure Statement, Balance Sheet and Bank Reconciliation
for the year to 30 September 2020

28/10/2020: 11:22

Actual to 31 March 2020	Nominal Account	Actual to 30 Sept 2020	2020/21 budget	Budget variance
Balance sheet as at:				
31-Mar-20		30-Sep-20		
3,800.11	VAT Control	1,399.83		
0.00	Other Debtors	0.00		
177,955.14	Lloyds Bank (See reconciliation below)	219,833.42		
85,688.24	Ipswich BS (See reconciliation below)	85,688.24		
	Nationwide BB (See reconciliation below)	85,000.93		
267,443.49	Total current assets		391,922.42	
746.97	Creditors	0.00		
1,350.00	Accruals	0.00		
2,037.50	Neighbourhood Plan Grant recoverable	0.00		
4,134.47	Total current liabilities		0.00	
263,309.02	Total assets less current liabilities		391,922.42	
Represented by:				
31-Mar-20		30-Sep-20	Movement	
142,192.21	General Funds	216,794.57	74,602.36	
7,500.00	Phase 3 Street Lights Fund	90,000.00	82,500.00	
21,619.92	2018/19 Community Infrastructure Levy Fund	0.00	-21,619.92	
64,337.10	2019/20 Community Infrastructure Levy Fund	0.00	-64,337.10	
0.00	2020/21 Community Infrastructure Levy Fund	6,081.94	6,081.94	
500.00	Church Drive Fund	1,000.00	500.00	
500.00	2023 Election Fund	1,000.00	500.00	
500.00	War Memorial Repair Fund	1,000.00	500.00	
19,665.45	Earmarked Section 106 monies	14,844.56	-4,820.89	
0.00	Old School Car Park	28,000.00	28,000.00	
0.00	Upper Green Improvement	10,000.00	10,000.00	
0.00	Cemetery Expansion	5,000.00	5,000.00	
5,494.34	Defibrillator Fund	5,601.35	107.01	
500.00	Neighbourhood Plan Projects Fund	100.00	-400.00	
500.00	Melford in Bloom Fund	0.00	-500.00	
0.00	Village centre seating	5,000.00	5,000.00	
0.00	Highway improvements	7,500.00	7,500.00	
263,309.02	Total General and Earmarked Funds	391,922.42	128,613.40	
Bank reconciliations at 30 September 2020				
	Lloyds Bank	219,833.42		
	Less outstanding cheques	0.00		
	Plus receipts not cleared	0.00		
	Net balance at 30 September 2020		219,833.42	0.00
	Ipswich Building Society	85,688.24		
	Net balance at 30 September 2020		85,688.24	0.00
	Nationwide Building Society	85,000.93		
	Net balance at 30 September 2020		85,000.93	0.00

From: Cathy Aubertin <Cathy.Aubertin@baberghmidsuffolk.gov.uk>
Sent: 16 September 2020 15:35
To: Parish Clerks (BDC) <ParishClerksBDCOpenAddresses@babergh.gov.uk>; Parish Clerks (MSDC) <TownParishCouncilClerks@eadidom.com>
Cc: Elisabeth Malvisi (Cllr) <Elisabeth.Malvisi@babergh.gov.uk>; Jessica Fleming (Cllr) <Jessica.Fleming@midsuffolk.gov.uk>; Cassandra Clements <Cassandra.Clements@baberghmidsuffolk.gov.uk>
Subject: Trees and hedgerows

Dear Town and Parish Clerks

As part of the Districts' commitment to support and enhance biodiversity, I am writing on behalf of Cabinet Members Cllrs Elisabeth Malvisi and Jessica Fleming (Babergh & Mid Suffolk Councils, respectively) to let you know that we are currently working, with partners, on mapping both districts so that we can identify where wildlife corridors need to be established or improved to link up sites.

In addition, we are seeking to plant more trees and hedgerows in order to encourage more wildlife, and not necessarily on our own Councils' land.

A Member task force group has been considering this initiative and the results of those meetings and discussions will be the subject of a Cabinet report in November, and will detail the steps that both Councils wish to take in the future.

Something that has become clear as a result of this work is that, aside from two or three small areas, neither district has much land available for tree planting so I am writing to ask if you own any land on which you would like the District Council to plant trees or hedgerows? There may be funding available next year for hedgerow planting from DEFRA but we are awaiting confirmation of this. It may be possible for trees to be planted with the purchase and planting costs borne by the District Council, although we would ask that your town or parish be responsible for future maintenance.

At this stage, I just want to establish the appetite across both districts for both initiatives, so please would you let me know if this would be something of interest to your Council?

Many thanks and best wishes – Cathy

Cathy Aubertin
Public Realm Interim Manager

Paper to support my motion for LMPC meeting 5th November 2020

Motion: That the Council supports the Melford Walk Cycling Petition, which asks SCC to consider allowing cycling along the Melford Walk.

At the last LMPC meeting on 1st October I requested that the council discuss and debate the current no cycling status along the Melford Walk. Following that discussion, I agreed that I would ask for a motion to be added to the agenda for the next LMPC meeting.

As of 27th October 2020 the Change.org petition has 701 signatures and the written petition has 342 signatures.

I think it would be undemocratic for the Parish Council to ignore these numbers and the swell of public opinion on this matter. I would like the Parish Council to support the group and advise Suffolk County Council know that the Council is willing to find a solution that allows cycling to continue without affecting walkers and the wildlife.

If walkers, cyclists, horse riders and wildlife have managed to coexist along this stretch of disused railway line for the past 50 plus years then I can't see any reason why this can't be legally reinstated.

In addition to what was debated last meeting I have also been made aware of Melford Walk brochure produced by SCC where the walk is promoted for walkers, cyclists and horse riders.

The petition group have also submitted personal statements from local residents that have cycled along the old railway line over the years and would like for them and generations to come to continue to do so.

Online Petition

Signatures: 701 (as at 27 Oct 2020 at 09:56)

Title: Reinstating the allowance of cycling along the Long Melford Railway line

Url: <https://www.change.org/p/long-melford-parish-and-suffolk-county-council-reinstating-the-allowance-of-cycling-along-the-long-melford-railway-line>

Wording:

This is regarding the Rights of Way for cyclists along the Long Melford section of The Valley Walk.

We would like the right to cycle along the Long Melford section of Valley Walk which is also known as the Old Railway Walk. This starts at Southgate Street, runs along the North East of the village to Bull Lane. For more than 50 years residents of Long Melford have enjoyed this route for walking and cycling without any objections being raised.

The Valley Walk has been used by several generations of residents to teach their children to ride a bicycle in safety rather than on the roads. Very recently signs have been placed along the walk forbidding the use of bicycles without any apparent consultations or notice of change of use.

Cycling is welcomed along every other section of the Valley Walk apart from now the Long Melford area. By signing this petition it is to request that this change is reinstate the use for cycling alongside walkers by riding and walking in a respectful manner and giving way so everyone can pass safely.

Reasons for signing:

"I'm signing because..."

Reasons are reproduced here as provided. Some [suggested corrections] have been added to aide readability.

NAMES AND PERSONAL INFORMATION REDACTED

Paper Petition

Signatures: 342 (as at 27 Oct 2020 at 11:34)

Title: Petition to Suffolk County Council – Rights of Way – The Valley Walk – Long Melford Section

Wording:

We, the undersigned would like to have restored to us the right to cycle along the Long Melford Section of the Valley Walk, also known as the Old Railway Walk.

For more than 50 years resident [sic] of Long Melford have enjoyed this route for walking and cycling without any objections being raised.

The Valley Walk has been used by several generations of residents to teach their children to ride a bicycle in safety rather than on roads where they may be unsafe.

Very recently signs have been placed along the Old Railway Walk forbidding the use of bicycles without any apparent explanation or consultation or notice of change of use.

The Valley Walk runs from Sudbury to Lavenham. Cycling is welcomed on all but the Long Melford section.

In view of the above we would petition for the use of the Valley Walk to be changed to include and permit use by cyclists.



The Countryside Code

From a gentle stroll or relaxing picnic to a long-distance walk or heart-pumping adventure, the countryside provides every opportunity for enjoyment and relaxation.



If you follow the Countryside Code wherever you go, you'll get the best enjoyment possible and you'll help to protect the countryside now and for future generations.

Be safe - plan ahead and follow any signs

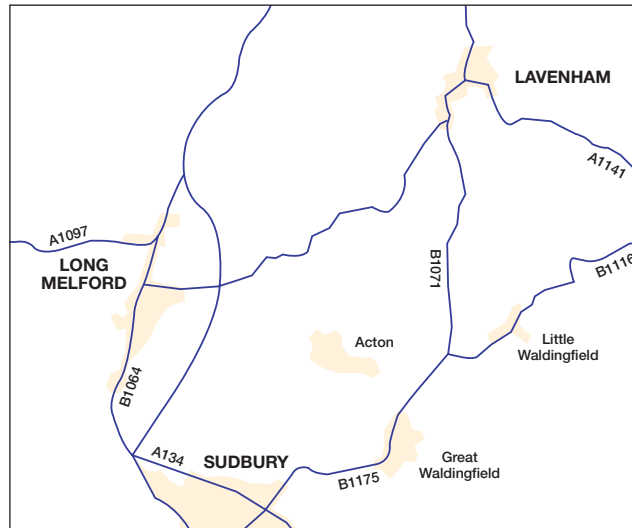
Leave gates and property as you find them

Protect plants and animals, take your litter home

Keep dogs under close control

Consider other people

We encourage the use of sustainable transport for you to access the walk. Please call the Suffolk County Council Traveline for more information.



The Melford Walk is managed by Suffolk County Council. For further information about the Walk, please contact

Suffolk County Council
c/o Clare Country Park
Maltings Lane
Clare
CO10 8NJ

Tel: 01787 277491
www.suffolkcc.gov.uk/e-and-t/countryside



Explore The Melford Walk



Which site will you discover next?



The Melford Walk

The Melford Walk follows a section of the disused railway line that once linked Sudbury to Bury St Edmunds. The Walk is now owned and managed by Suffolk County Council as a recreational path and wildlife conservation area. The Walk skirts the eastern edge of Long Melford for 1 1/4 miles (1.96km) dividing the settlement from open countryside. Two other countryside walks - The Melford Walk and the Valley Walk (see separate leaflets) also follow parts of this line and all three can be used as part of a longer walk between Sudbury and Lavenham.

It can be used by walkers, cyclists and horseriders and can be accessed at numerous points along its length from Southgate Street (Sudbury Road) to Kings Lane. The last short section to Bull Lane has been left and is now covered with dense scrub, ideal for nesting birds and small mammals but not for human access!

The Railway

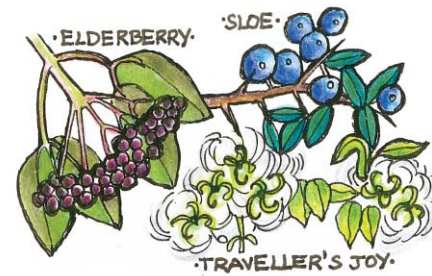
At Long Melford, just past the old railway station, the railway line from Sudbury divided, to take you on your way to Cambridge and the London line or to Bury St Edmunds at a steady average speed of 32mph. The Melford Walk follows the line that was in use to Bury St Edmunds from 1865 to 1961, closing 6 years before the Sudbury to Cambridge lines. Both being the victims of the improving road system.

The construction of the railways in Victorian Britain changed the landscape through which the trains puffed, but luckily did not affect the important historical scene that makes up Long Melford, one of the best preserved linear villages in England. Its very broad thoroughfare is lined with a fascinating blend of buildings dating back to the Middle Ages.

The Life of the Railway

As a passenger on the train along this stretch of railway, you would have clear views out over the surrounding countryside, and some of the magnificent buildings could be viewed in the distance. The track would have been kept clear of trees and vegetation for the trains. Now only intriguing glimpses of the historical village can be seen through the trees and new houses. But this track is an important semi-natural linear habitat in an agricultural landscape providing an abundant store of food for birds, insects and mammals.

The mood of the walk varies along its length and provides an escape into a secretive, hidden world that surrounds you with natural scents, colours, sounds and tastes – especially rich for wildlife throughout the year and for walkers in the autumn months with blackberries, elderberries, damsons and crab apples. The blackberries, of course, to be eaten before the devil spits on them on the 29th September! This lore has a basis in wisdom as the frost makes the fruit rather mushy and tasteless.



The birds, butterflies and dragonflies, attracted by the abundance of food, add to the colour of the numerous plants, which included Danewort, a rare plant in Suffolk. It grows on the southern entrance to the walk and is said to flourish where Danish blood was spilled – the creamy flowers being tinged with purple! The “chirping” of the grasshoppers and crickets joins the pleasant mix of birdsong, and despite the numerous walkers along this track, the shy and secretive badger finds sanctuary here.



Long Melford Parish Council

Council Offices COVID-19 Safety and Administration Continuity

It is very clear that the current pandemic is going to be with us in one form or other for some time to come and, even though Suffolk remains a low risk area, it already has a 'High Risk' area with a CO10 post code.

This ongoing situation requires the Personnel Committee to re-appraise its duty of care towards the Clerk, RFO, and other Council staff while they are working within LMPC Offices. It is its sincere wish that they do not have to revert to 'home working' because of the challenges this presents to them in carrying out their responsibilities.

Consequently, the Committee believes that to assist with this situation, visits by Councillors to the Council Offices should be restricted as far as possible, thus providing the staff with a safe environment in which to carry out their routine activities in a programmed way, enabling their output to meet the Council's needs.

Accordingly, the Personnel Committee makes the following recommendation to Full Council as a motion:

“That no councillor shall visit the offices of Long Melford Parish Council, for any reason, without first having made an agreed appointment by telephone or email with either the Clerk or the RFO”.

On 23 Oct 2020, at 12:49, clerk@longmelford-pc.gov.uk wrote:

Appendix 10

Councillors,

Complaints



The Council's Jurisdiction



Response to date



Current situation



Regards,

Don Lovelock

Clerk to Long Melford Parish Council

Image Redacted



23 October 2020

Appendix 11

To: Parish Clerk to Long Melford

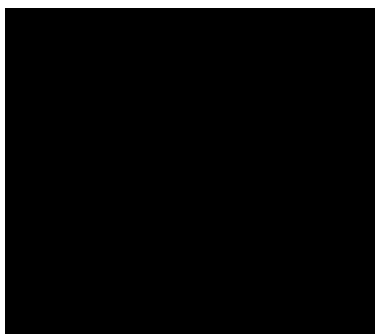
Please find attached an application for action to be taken concerning the alleged behaviour of Parish Councillor, Carole Michette.

This document is signed by local Melford people who strongly feel that this councillor is Bringing the Parish Council into disrepute.

There have been several incidents recently on the Melford Walk but also other incidents where this councillor has verbally abused resident. These incidents have been witnessed but not all have been reported as an official complaint.

Some residents are reluctant to complain due to fear of repercussions from the councillor.

This is a matter that needs urgent attention before Melford and the Parish Council are once again featuring in newspaper headlines.



To: Long Melford Parish Clerk re Parish Councillor Complaint

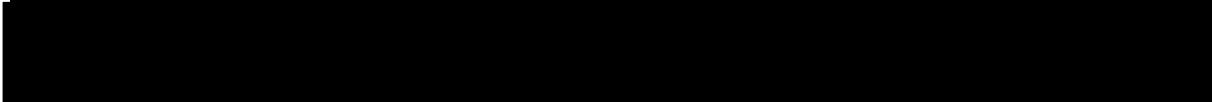
We, the undersigned, hereby make formal complaint against Parish Councillor Carole Michette.

The Suffolk Local Code of Conduct requires Parish Councillors to:

- 1) Treat others with respect.
- 2) They must not bully any person
- 3) Must not intimidate, or attempt to intimidate, any person who is, or is likely to be: a) a complainant or b) a witness
- 4) Must not conduct themselves in a manner which could reasonably be regarded as bringing your office into disrepute.

Councillor C Michette, has on numerous occasions publicly shouted at Parishioners; has sent abusive emails attempting to intimidate members of the public; has been involved in a Conflict with a Council Officer, which led to Police being called.

Proof of the above can be supplied and we hereby request that you forward this to the Monitoring Officer to investigate this complaint.

Name	Address or Postcode	Signature
		

Vote for Confidence in Long Melford

██████████ started this petition to Long Melford.

This petition is in regard to Carole and Richard Michette,

‘The pair have put the reputation of the council into disrepute and are continually trying to overturn votes and hold the council to ransom.’

If you agree with the above statement, sign this petition to be forwarded to Babergh Council for their consideration in regard to their Parish Council status.

119 Signatures as at 29/10/2020

Source:

<https://www.change.org/p/long-melford-the-removal-of-carole-and-richard-michette-as-parish-councillors>