**Minutes of the Sproughton Parish Council Meeting held in the Barley Room, the Tithe Barn, Lower Street, on Wednesday 11th March 2020 at 7:30pm**

**ATTENDEES:** Cllr Powell, King, Maxwell & Selby.

1. **OPENING INCLUDING PUBLIC FORUM**

1.1 Two members of the public present.

1. **APOLOGIES**

2.1 Cllr Davies, Cllr Curl

1. **COUNCILLORS DECLARATIONS OF INTEREST RELEVANT TO ANY ITEM ON THE AGENDA**
   1. All councillors declared interests in developments Taylor Wimpey, Sugar Beet site, Hopkins Homes & Pigeons
2. **CONSIDERATION OF DISPENSATIONS FOR A PECUNIARY INTEREST**

4.1 None received.

1. **MINUTES**

5.1 Councillors to consider and approve the minutes of the Parish Council meeting held on 19th February 2020 (General Meeting – inc. confidential item) 29th January 2020 (Beer Festival Meeting), 24th January 2020 (Finance Committee Meeting)

5.1.1 All Cllrs voted to approve the minutes for the 3 meetings.

5.1.2 Cllrs to approve minutes of extraordinary meeting 26th February 2020 on the next meeting agenda.

5.1.3 Cllr Curl not in attendance to approve finance minutes to be added to next agenda.

5.2 Review of actions from previous minutes.

1. **ACTIONS & PROJECTS** 
   1. **Neighbourhood Plan**
      1. Meeting still to be confirmed.
   2. **Defibrillator Check**
      1. Defibrillator checked by Cllr Powell, Still has a 2 year battery left. Cllr Powell also mentioned that at some point we will have to look into replacing the pads and battery.
   3. **Parcel Box**
      1. Cllr Powell advised that this is currently out of stock until the end of March. All agreed to the purchase of the Green parcel box and that we are happy to wait until the end of the month.
   4. **Barley Room Cupboard**
      1. Cllr Powell produced three quotes to build the cupboard being £600, £750 and £1162. Cllr Selby proposed the quote from D.C.Addison Carpentry (£750) as the builder to be used as their services had been used before. Cllr Powell 2nd all other Cllrs agreed. ***Action:*** *Clerk to contact to confirm.*
   5. **Traffic Issues - Amazon, Noise, Off -Route diversion, Traffic Panel.**

6.5.1 Amazon: Cllr Powell raised concerns regarding the Amazon building which is due to be erected at the old sugar beet site, due to this having 900 car park spaces, and the impact it will have on Sproughton infrastructure as these cars will be coming through the village. Cllr Powell proposed to arrange a meeting with IBC/BDC and the developer to discuss the traffic implications this will impose. Cllr Selby 2nd all Cllrs were in favour. ***Action****: Clerk to contact to arrange meeting*.

* + 1. Noise: Cllr Powell spoke of Pinewood being classed as a noise important area. That we believe Sproughton is just as important, and to see if we can obtain this. Cllr Powell proposed, Cllr Selby 2nd all Cllrs agreed. ***Action****: Clerk to contact Simon Amore/Helen Stanton stating this.*
    2. Off Route Diversion: Cllr Powell raised the issue of the short notice regarding the urgent works which resulted in the diversion through Sproughton. Would like to discuss these issues with highways England. Cllr Powell proposed Cllr Maxwell 2nd all Cllr’s agreed. ***Action****: Clerk to contact to arrange meeting*.

1. **FINANCE** 
   1. **Monthly Payments – Councillors to approve this month’s payments**
      1. All Cllrs agreed monthly payments. Cllrs Powell and Maxwell signed copy of Direct Debit for Wave utility.
   2. **New bin – end of Church Lane.**
      1. Quote obtained but was for a grit bin not a litter bin. ***Action****: Clerk to obtain correct quote*.
2. **CORONAVIRUS**

8.1 It was discussed that if not enough people can attend any meeting due to the pandemic, the meetings will not go ahead. Cllr Powell proposed that the clerk should be given our authority to enact any requirement directed by government. Cllr King 2nd all Cllrs agreed.

8.2 Reinforce being aware and cautious of vulnerable neighbours and their needs. ***Action****: Clerk to post on NextDoor.*

8.3 Cllr Powell suggested that all door handles be wiped with anti bac wipes before and after each event within the Tithe Barn. ***Action****: Clerk to purchase and supply to barn warden.*

1. **BURIAL GROUND**
   1. **Burial Ground Committee update.**
      1. Nothing to report.
2. **REPORTS FROM COMMITTEES AND RELEVANT GROUPS**
   1. **Beer Festival 2020**
      1. It has been asked if the barcan be moved 6 inches into the barn to make more room behind the bar. ***Action:*** *Arrange to see if this is possible.*
      2. Committee meeting on the 12/03/20 to discuss provisions if cancelled due to pandemic.
   2. **Tithe Barn**
      1. Light on exterior of barn is flickering. ***Action:*** *Obtain Quote*
   3. **Allotments** 
      1. Nothing to report.
      2. Clerk attending allotment workshop 16/03/20 ***Action:*** *Clerk to meet ex Cllr Barwick to have a handover of allotments*.
   4. **Community Shop – License**
      1. Part of License states that any freestanding sign needs to be taken in when shop is not open. However due to the weight of the sign and the age of some volunteers it is not always possible to move. Cllr Powell proposed that the wording and terms of the license needed to be agreed. The amendment being that section 3.22.2.b have the words ‘that if they are not securely anchored’ added if it is secured down this will not breach the shop license. This meant that the signs could therefore stay in situ. Licence was approved to include this amendment. Cllr Maxwell Proposed for it to stay but be securely fastened. Cllr Powell 2nd all Cllrs agreed. ***Action:*** *Clerk to sign and exchange contract with shop*.
      2. Community shop is celebrating its 10th Anniversary on the 25/3/20 and asked if we would supply the Barley Room and Kitchen free of charge.
         1. Cllr Powell proposed, Cllr Selby 2nd all Cllrs agreed
   5. **Playing Field Management Committee** 
      1. Nothing to report
   6. **Children’s Play Area – Royston Emmerson – Funding**
      1. Cllr Davies has asked for dates and times people are available to meet. Still to be confirmed.
   7. **Sproughton Working Group**
      1. Nothing to report
   8. **Finance Committee** 
      1. Nothing to report
   9. **Planning Committee** 
      1. Nothing to report
3. **TO AGREE TIME, DATE AND PLACE OF NEXT PARISH COUNCIL MEETING**

Next Meeting Wednesday 8th April 2020 at 19:30 Barley Room.

1. **ITEMS FOR NEXT MEETING**

Cllrs to revisit items 6,8 &10

1. **AOB**

The shop has asked about a sign going on the side of the Tithe Barn.

Shop also has asked about using the Barley room FOC every Monday to tackle loneliness in the community.

Received an email regarding a grant for the Sproughton fete.

Authorisation for the parish clerk to go on to banks.

Street lighting to be checked to confirm with council. ***Action:*** *Clerk to send list to Cllrs for street lights to be checked.* ***Action:*** *Clerk to add these to next meeting agenda.*

1. **CLOSE OF MEETING**

21:04

Kirsty Webber

Kirsty Webber, Clerk, Sproughton Parish Council