**Minutes of the Sproughton Parish Council Meeting held via Zoom on Wednesday 13th January 2021 at 7:30pm**

**ATTENDEES:** Councillors Powell, Curl, Selby, Maxwell and King.

Kirsty Webber (Clerk) District Cllr Ric Hardacre

Cllr Helen Davies joined at 21:20pm

**AGENDA:**

1. **OPENING INCLUDING PUBLIC FORUM**
   1. Cllr Hardacre advised brown bin collection has been cancelled until further notice due to staff shortages and Covid.
2. **APOLOGIES**
   1. Cllr Norman, Cllr Davies and Combe. Cllr Combe has handed in his resignation with immediate effect.
3. **COUNCILLORS DECLARATIONS OF INTEREST RELEVANT TO ANY ITEM ON THE AGENDA**
   1. All councillors declared an interest in the Wolsey Grange, Pigeon, Hopkins Homes and Sproughton Enterprise Park developments.
4. **CONSIDERATION OF DISPENSATIONS FOR A PECUNIARY INTEREST**
   1. None received
5. **MINUTES**
   1. Councillors to consider and approve the minutes of the Parish Council meeting held on 9th December 2020.
      1. These were believed to be factually correct. Cllr Selby proposed, Cllr King seconded. All Cllrs agreed the minutes from 9th December 2020
   2. Review of actions from previous minutes
      * 1. All actions complete
6. **ACTIONS & PROJECTS**
   1. **Notice Board**

6.1.1 Kirsty advised Cllrs that Taylor Wimpey had made a £500 contribution towards a new noticeboard for Wolsey Grange. The proposed 2 door new noticeboard including VAT and delivery is £1,052.00. Cllr Powell proposed to authorise remaining spend. Cllr King seconded all Cllrs agreed. Action: Clerk to order noticeboard to be delivered to Taylor Wimpey, Wolsey Grange site office.

* 1. **Laptop/Printers**

6.2.1 Kirsty advised that she still has the printers and laptops. Cllrs discussed contacting St Elizabeth Hospice as Cllr King thinks they can be of use. However, the laptops need to be decommissioned with any data for security reasons. Action: Clerk to contact SEH, alternatively take laptops to penny lane to be decommissioned and scrapped and take old printers to landfill.

6.2.2 Clerks old printer was discussed, and Cllr Powell proposed donating to a school or charity, or dispose off it. All Cllrs agreed. Action: Clerk to investigate.

* 1. **Community Space**

6.3.1 Cllrs discussed the options for the proposed community space on the pigeon development. Cllrs to consider and report back at next meeting.

1. **NEIGHBOURHOOD PLAN**

7.1 As per Planning Meeting

1. **Sproughton Working Group**
   1. Nothing to report
2. **FINANCE**
   1. Monthly Payments – Councillors to approve this month’s payments

9.1.1 All payments were reviewed by Cllrs. All Cllrs agreed payments. Cllr Powell proposed, Cllr Selby seconded, all Cllrs agreed.

* 1. Bank Reconciliation

9.2.1 All Cllrs approved bank reconciliation. Cllr Powell proposed, Cllr King seconded all Cllrs agreed.

* 1. Agree 2021-2022 Precept

9.3.1 Cllrs discussed that The Parish Council Budget for 2021-2022 was agreed by the Parish Council at an earlier meeting and was set at £66,675 The Council was not able to set the Parish Precept as Babergh District Council had not determined what the Tax Base for the coming year should be. This information was received on the 8th Jan 21.

The Finance committee met to discuss the precept options. Due to this being such a difficult year, the need for council tax relief has been high – fewer are paying than normal. It was suggested that to help Parishioners the council would use some of their reserves to help keep the increase down. The options were put to the council.

1. Calculation Based on 0% increase in Band D Rate of £88.59: £88.59 mult £598.65 plus £439 (LCTSG) = £53,473.40, which would require a SPC subsidy from Reserves of £13,201.60.
2. Calculation Based on £12,000 SPC subsidy from Reserves: £66,675 less £439 (LCTSG) less £12,000 (SPC subsidy) = £54,236, which for Band D would be £90.60 (2.26% increase)
3. Calculation Based on No subsidy: £66,675 less £439 (LCTSG) - £66,236, which for Band D would be £110.64 (24.89% increase)

Cllr Powell proposed option 2 of a 2.26% increase a precept of £54,236.00. Which equates to £2.01p annual increase Cllr Curl seconded all Cllrs agreed.

**Budget 2021/2022 = £66,675.00**

**Precept 2021/2022 = £54,236.00**

* 1. Retainers

9.4.1 Cllrs discussed the retainers of the Tithe Barn warden and the Maintenance contractor. It was noted that the warden is unable to complete the weekly fire alarm test and this has now been past over to the maintenance contractor to complete.

9.4.2 Action: Clerk to arrange meeting with warden.

1. **COVID-19**
   1. Nothing to report.
2. **BURIAL GROUND**
   1. Memorial bench policy

11.1.1 Cllrs discussed the proposed memorial bench policy it was decided at present to investigate the benches already within the parish and to delay offering memorial benches at this time.

11.1.2 Action: Cllr Powell to send findings to clerk.

1. **REPORTS FROM COMMITTEES AND RELEVANT GROUPS**
   1. Tithe Barn

12.1.1 Mike Herbert has temporarily taken over testing the weekly fire alarm.

* 1. Allotments

12.2.1 Kirsty advised Cllrs that there had been interest in plots and if it was possible to half a 10-rod plot in two? Cllrs discussed and agreed that Kirsty could do this if needed.

* 1. Community Shop

12.3.1 Nothing to report

* 1. Playing Field Management Committee

12.4.1 Still investigating boundaries.

* 1. Children’s Play Area

12.5.1 Kirsty advise she was producing a power point for the primary school regarding the upgrade to get the input of the children.

* 1. Planning Committee

12.6.1 As per planning meeting

* 1. Beer Festival

12.7.1 Nothing to report

1. **The Council shall resolve to exclude the public and press in order to consider confidential matters**

13.1 Cllr Powell proposed to exclude the public & press to consider confidential matters from the meeting. All cllrs agreed the resolution.

1. **TO AGREE TIME, DATE AND PLACE OF NEXT PARISH COUNCIL MEETING**

14.1Wednesday 10th February 2021

1. **ITEMS FOR NEXT MEETING**

15.1 To contact Kirsty before next agenda.

1. **AOB**

16.1 Cllr Maxwell asked that in anything needs to be published in the In touch magazine to forward them over.

1. **CLOSE OF MEETING**

17.1 Meeting closed at 21:38pm

Peter Powell

Peter Powell, Vice Chairman, Sproughton Parish Council