

MINUTES OF THE SPROUGHTON PARISH COUNCIL MEETING HELD AT THE BARLEY ROOM, TITHE BARN, LOWER STREET, SPROUGHTON ON 8TH FEBRUARY 2012, AT 7.40PM

Councillors present:

Cllr S.Curl (Chairman), Cllr B.Askew, Cllr A.Cronin, Cllr H.Davies, Cllr J.Kitson, Cllr D.Lavington, Cllr G.Moore, Cllr S.Wood

Mrs S. Frankis, Clerk & Responsible Financial Officer
1 member of the public

141 APOLOGIES FOR ABSENCE TO BE RECEIVED

Kathy Pollard, County Cllr
Peter Jones, District Cllr
Nicholas Ridley, expected late arrival

142 TO ACCEPT MEMBERS DECLARATION OF INTEREST

No declarations of interest were received.

143 TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11TH JANUARY 2012

The minutes of the meeting held on 11th January 2012, having been circulated to all members, were confirmed and signed as an accurate record of the meeting.

144 REVIEW OF COUNCIL ACTIONS FROM THE PARISH COUNCIL MEETING HELD ON 11TH JANUARY 2012

Re. minute no: 11/12 140 The Clerk advised the bus timetable displayed at the village green is current.
Re. minute no: 11/12 140 The Clerk advised an email response had been received from Sproughton Community Shop C.I.C. who believe that locking the Tithe Barn courtyard gates would not stop vandalism to the Tithe Barn and would create access issues for the deliveries of the shop's bread and newspapers.

145 PARISH COUNCILLOR VACANCY

The Clerk advised that Babergh District Council had notified the Parish Council that following the recent resignation of Cllr V Durrant, no election will take place and that the Parish Council can proceed to fill the vacancy by co-option.

146 TRANSPORT PANEL AND RELATED TRAFFIC MATTERS

A written report had been received and circulated to the Council.
Cllr S.Curl advised that funds have been made available to construct a footway along the A1071, between The Beagle and Suffolk One. There is currently some discussion on whether these funds should also have been available to construct a footpath from The Beagle along the B1113 to Sproughton. The Council agreed to remit the Transport Panel to undertake to accelerate this proposal. With regard to the currently proposed Sproughton Mitigation Measures, the Council reviewed and noted the proposals as advised by the Transport Panel. The zebra crossing element is still not finalised and in view of its potential cost and location it may not be viable and is something that the wider community could decide. The Transport Panel advised that a 'shared space' solution for the Wild Man junction could be something worth pursuing. The Council noted this.
Cllr S.Curl referred to an email inviting the Parish Council to submit their considerations regarding the 'A14 Challenge'. As the main focus of the consultation relates to the A14 between Cambridge and Huntingdon, the Council considered the consultation was not relevant to it.

- 147 TO RECEIVE THE REPORT OF THE PLANNING COMMITTEE
A list of planning applications and recommendations made by the Planning Committee since the last meeting had been circulated to all Councillors and noted.
- 148 FINANCE
- (i) To Approve Payments and Budget Position
The statement of payments for January 2012 was approved.
- (ii) To Consider Grant Requests
A grant request had been received from 1st Sproughton Brownies. The Council unanimously agreed to award a grant of £200.00 to the 1st Sproughton Brownie Pack.
Action: The Clerk is to forward a cheque for £200.00 to the 1st Sproughton Brownie Pack.
A request had been received from Sproughton Sports Football Club; the Council was unable to consider the request as no year end accounts were available for their consideration.
- (iii) To Receive the Findings of the Quarterly Credit Card Review
This matter will be considered at the next Parish Council meeting.
- (iv) To Receive the Annual Review of Internal Audit and Systems of Internal Control
Cllr J.Kitson advised that the Council is required to carry out an annual review of the internal audit and systems of internal control. The review had been undertaken by Cllr J.Kitson and the Clerk and the findings presented to the Council. The Council unanimously agreed to accept the findings of the review.
Action: The Clerk is to ask SALC what financial training they provide to councillors and what the cost would be for SALC to provide training at the Tithe Barn.
Cllr D.Lavington requested that a draft statement of accounts template be prepared for use at future council run events.
Action: The Clerk is to prepare a draft statement of accounts template.
- 149 TO RECEIVE THE REPORT OF THE TITHE BARN PANEL AND RELATED MATTERS
A written report had been received from the Tithe Barn Panel and circulated to the Council.
Cllr J.Kitson advised that a written quotation for a notice board had been received from Mr J Ruff within the ten day time frame agreed at the last Parish Council meeting. The Council agreed to accept the quote of £210.00.
Action: The Clerk is to write a letter of acceptance to Mr J Ruff.
Cllr J.Kitson advised that the Clerk has written to Ipswich Borough Council (IBC) asking them to proceed with the work to re-position the fire alarm control panel. To date, there has been no acknowledgement of the instruction or communication from IBC relating to this work. The Clerk is to contact IBC. The Council agreed that if communication is not received from IBC within 10days, the Council would accept the second cheapest quote for the works to be undertaken.
Action: The Clerk is to contact Ipswich Borough Council.
Cllr B.Askew advised that the Tithe Barn Panel has been discussing the current facilities at the Barn and recommends the Parish Council gives support to the refurbishment of the toilet area and alterations to the 'Bar' area. He advised that he had approached A.J.Cook who had indicated that the cost of the projects would be £6k and £5k respectively. The Council agreed that the Tithe Barn Panel should proceed to obtain detailed specifications only for the projects.
Cllr D.Lavington asked that if he was ever offered bar equipment from a 'closing down' establishment, free of charge, would the Council agree to him accepting it.
Cllr J.Kitson asked the Council to consider the viability of the Tithe Barn midstre doors being opened and closed on a daily basis. The Council agreed to reduce the opening and closing of the midstre doors to Tuesdays, Thursdays and Saturdays. The Council agreed to position an 'A' frame with booking contact details, when the doors are opened.
Action: The Clerk is to notify Jane Draper of the new arrangements.
Re. minute no: 11/12 127 The Clerk is to obtain a quote from Eastern Fire Ltd.
Action: The Clerk is to obtain a quote from Eastern Fire Ltd.
Re. minute no: 11/12 140 The Council agreed not to lock the Tithe Barn courtyard gate overnight.

- 150 TO CONSIDER THE TITHE BARN WARDEN'S SALARY
The Clerk advised that the Parish Council had received notification from Jane Draper, of her intention to increase her hourly rate by £1.00 to £8.50. The Council agreed to accept the notification and to continue with her engagement.
- 151 TO RECEIVE THE REPORT OF THE 'GREEN' SPROUGHTON PANEL
No report was received.
- 152 TO CONSIDER REQUESTS FOR MEMORIALS AT THE BURIAL GROUND AND REALTED MATTERS
There were no requests to consider.
- 153 TO RECEIVE THE REPORT OF THE PLAYING FIELD MANAGEMENT COMMITTEE PARISH COUNCIL TRUSTEES
No report was received.
- 154 TO CONSIDER THE TERMS OF THE SPROUGHTON COMMUNITY SHOP C.I.C.'S OCCUPATIONAL LICENCE FOR THE PERIOD 1ST APRIL 2012 TO 31ST MARCH 2013
Cllr S. Curl declared an interest and duly signed the register.

8.50pm Cllr D.Lavington left the meeting.

Cllr S.Curl abstained from the ensuing discussion. Cllr J.Kitson advised that he and Cllr B.Askew are continuing to review the renewal of the licence. They are currently waiting to meet with Mrs R.Lavington, of Sproughton Community Shop C.I.C. to consider the matter.

- 155 SPROUGHTON PARISH COUNCIL RISK MANAGEMENT
The Council continues to prepare a risk management report.

9.00pm Cllr D.Lavington returned to the meeting.

- 156 TO CONSIDER A RESPONSE TO EMPOWER TOWN AND PARISH COUNCILS
The Council agreed to forward a letter to Greg Clark, MP, on behalf of Sproughton Parish Council, asking him to support the proposal for Ministerial guidance, in the case of large planning applications, and to write to T.Yeo MP asking him to write to the Localism Minister to ask him to support the planning reform proposal to empower Parish and Town Councils as originally submitted by Leiston-cum-Sizewell Town Council under the Sustainable Communities Act.
Action: The Clerk is to write to Greg Clark, MP.
Action: The Clerk is to write to Tim Yeo, MP.
- 157 TO AGREE THE DATE OF THE 2012 SPROUGHTON BEER FESTIVAL
The date of the 4th Sproughton Beer Festival will be 19th and 20th May 2012.
Cllr B.Askew requested that a business plan and a health and safety management plan be prepared for the event.
Action: The Clerk is to prepare a business plan for the 4th Sproughton Beer Festival.
- 158 TO CONSIDER THE DETAILS OF THE SPROUGHTON COMMUNITY SHOP C.I.C.'S PROPOSED STORAGE UNIT
Cllr S.Curl, Cllr A.Cronin and Cllr D.Lavington declared an interest and duly signed the register.
The meeting was chaired by Cllr. J.Kitson.
Cllr J.Kitson presented a timetable of correspondence and Council decisions that have preceded the Council having to consider the storage unit installed by Sproughton Community Shop C.I.C. Although the installed unit is larger than the Council previously gave permission for, the Council agreed that the unit be permitted to remain with the condition that only papers and bread be stored within, as previously agreed, and that the permission would be extended to included non-combustible items; the agreement

would exclude permission for items to be stored under or on top of the unit. The Council agreed that permission would be granted with the proviso that the Council, with prior arrangement with Sproughton Community Shop C.I.C., be allowed to inspect the storage therein, in order that the Council can be satisfied that this permission is being adhered to.

Action: The Clerk is to write to Sproughton Community Shop C.I.C.

9.15pm Cllr S.Curl re-took the chair. The member of the public left the meeting.

The meeting was adjourned to receive a report from Nicholas Ridley, District Cllr. He advised that Babergh District Council is set to increase its Council Tax budget by 3 ½%, subject to the Strategy Committee and full Council agreement. He referred to the Babergh District and Mid Suffolk District Council merger and advised that the four director posts have been filled.

9.23pm The meeting was reconvened.

159 TO AGREE THE TIME, DATE AND PLACE OF THE NEXT PARISH COUNCIL MEETING

The next Sproughton Parish Council meeting will be at 7.30pm, on 14th March 2012, at the Barley Room, Tithe Barn, Lower Street, Sproughton.

160 MATTERS RAISED BY MEMBERS

Cllr J.Kitson advised of his intention to stand down as Chairman of the Tithe Barn Council. The Council thanked him for the work that he had undertaken.

Cllr D.Lavington referred to clarity of the recently circulated SALC LAIS documents.

Cllr G.Moore advised that Mr V.Durrant is to continue monitoring the 'Info4Local' emails until the end of March 2012.

Cllr S.Curl referred to a consultation document of traffic mitigation measures received from Suffolk County Council. He advised that the Council will accept the extension of speed limit proposals as they meet the Parish Council's recommendations.

Summary of Actions

148 FINANCE

(ii) To Consider Grant Requests

Action: The Clerk is to forward a cheque for £200.00 to the 1st Sproughton Brownie Pack.

Action: The Clerk is to ask SALC what financial training they provide to councillors and what the cost would be for SALC to provide training at the Tithe Barn.

Action: The Clerk is to prepare a draft statement of accounts template.

149 TO RECEIVE THE REPORT OF THE TITHE BARN PANEL AND RELATED MATTERS

Action: The Clerk is to write a letter of acceptance to Mr J Ruff.

Action: The Clerk is to contact Ipswich Borough Council.

Action: The Clerk is to notify Jane Draper of the new arrangements.

Action: The Clerk is to obtain a quote from Eastern Fire Ltd.

156 TO CONSIDER A RESPONSE TO EMPOWER TOWN AND PARISH COUNCILS

Action: The Clerk is to write to Greg Clark, MP.

Action: The Clerk is to write to Tim Yeo, MP.

157 TO AGREE THE DATE OF THE 2012 SPROUGHTON BEER FESTIVAL

Action: The Clerk is to prepare a business plan for the 4th Sproughton Beer Festival.

158 TO CONSIDER THE DETAILS OF THE SPROUGHTON COMMUNITY SHOP C.I.C.'S PROPOSED STORAGE UNIT

Action: The Clerk is to write to Sproughton Community Shop C.I.C.

The meeting closed at 9.25pm

Chairman : _____

Date: _____

