

MINUTES OF THE SPROUGHTON PARISH COUNCIL MEETING HELD AT THE BARLEY ROOM, TITHE BARN, LOWER STREET, SPROUGHTON ON 5TH SEPTEMBER 2012, AT 7.30PM

Councillors present:

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

Mrs S. Frankis, Clerk & Responsible Financial Officer
Nicholas Ridley, District Cllr
Peter Jones, District Cllr

Mr V. Durrant
2 members of the public

55 TO ADOPT THE SUFFOLK CODE OF CONDUCT

Sproughton Parish Council resolved to adopt the 2012 Suffolk Code of Conduct in accordance with S.26 to S.37 of the Localism Act 2011.

The Clerk reminded Cllr B.Askew and Cllr S.Wood that they are required to complete their Registers of Members' Interests in accordance with the new Suffolk Code of Conduct.

56 APOLOGIES FOR ABSENCE TO BE RECEIVED

Cllr G.Moore, due to holiday.
Kathy Pollard, County Cllr

57 TO ACCEPT MEMBERS DECLARATION OF INTEREST

No declarations of interest were received.

58 CONSIDERATION FOR DISPENSATIONS FOR A PECUNIARY INTEREST

There were no dispensations to consider.

59 TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11TH JULY 2012

A minor typing error was noted. The minutes of the meeting held on 11th July 2012, having been circulated to all members, were then confirmed and signed as an accurate record of the meeting.

Re. minute no: 12/13 39 The Clerk advised that she has emailed Mr D.Lavington on two occasions, asking him to confirm his position on Sproughton Parish Council. To date, she has received no response.

60 REVIEW OF COUNCIL ACTIONS FROM THE PARISH COUNCIL MEETING HELD ON 11TH JULY 2012

There were no matters to consider.

7.45pm The meeting was adjourned to receive a report from District Cllr, Nicholas Ridley.

District Cllr Ridley advised that Babergh District Council has started work on its 2013/2014 budget. He advised that the District Council is to consult with individual parishes and that representations are to be made at forthcoming parish council meetings. He advised it is expected that council tax relief on second homes will be abolished. District Cllr Ridley asked for time to be made available, following the next Parish Council meeting to be held on 10th October 2012, in order for Babergh District Council to meet its public consultation commitments and to receive feedback from the Parish Council and the public to the questions to be raised by Babergh District Council. The Parish Council felt that the public would not be prepared to attend the requested meeting, as it is likely that it would not commence before 9.00pm; the Council expressed a preference for the meeting to be held on a Saturday morning. District Cllr Ridley insisted that the meeting be held on 10th October 2012.

Cllr J.Kitson referred to the Babergh District Council online consultation regarding housing benefits and asked for clarification regarding who the consultation was aimed at. District Cllr Ridley advised that both those who receive benefits as well as those who don't were able to respond to the consultation.

7.55pm The meeting was reconvened.

61 TO GIVE NOTICE OF A PARISH COUNCILLOR VACANCY

Cllr S.Curl advised that there are currently four parish councillor vacancies.

62 TO RECEIVE THE REPORT OF THE TRANSPORT PANEL AND RELATED TRAFFIC MATTERS

No written report was received.

Mr V. Durrant advised that the exhibition of Sproughton Traffic Mitigation Measures is to be held at the Barley Room, Tithe Barn on 6th September 2012, 3.00pm to 8.00pm. The exhibition will provide the public an opportunity to express their views regarding the proposals. He advised that the future of the Lorry Watch Scheme is questionable, as the information collected may somehow contravene DVLA data protection and so HGV weight and structural violations can not be addressed at this time. He advised that he will pursue the issue with Peter Canfer, of Suffolk County Council and his superior. District Cllr Ridley suggested the matter should be raised with Mr Guy McGregor, of Suffolk County Council. The Council thanked Mr V.Durrant and members of the Transport Panel for their continued work.

8.05pm Mr V.Durrant left the meeting.

8.08pm The meeting was adjourned to receive a report from Pc Gary Austin.

Pc Gary Austin advised that there had been three reported crimes in August 2012. He advised that the Safer Neighbourhood Teams are working well and that the next meeting will be at the Baptist Church, Shepherd Drive, Pinewood on 14th November 2012. He advised that the Church Lane, A14 underpass is to be cleaned and the lighting repaired and that he is working with Anglian Water to have a metal drop-down barrier installed on the Hadleigh Road side of Church Lane to deter flytipping.

8.12pm The meeting was reconvened. Pc Gary Austin left the meeting.

63 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.

64 FINANCE

(i) To Approve Payments and Budget Position

The statements of payments for July 2012 and August 2012 were approved.

(ii) To Consider Requests for Grants

There were no requests to consider.

(iii) To Consider the Findings of the Quarterly Credit Card Audit

Cllr G. Moore had carried out the quarterly credit card audit. She had raised four queries;

1. May 2012 statement Cllr G.Moore had found a small VAT reconciliation difference however, the Clerk advised that the query VAT amount had related to an item brought for re-sale at the Sproughton 2012 Beer Festival and could not therefore be reclaimed.
2. June 2012 statement Cllr G.Moore had found a small VAT reconciliation difference however, the Clerk advised that the query VAT amount had related to an item brought for re-sale at the Sproughton 2012 Beer Festival and could not therefore be reclaimed.
3. June 2012 statement A receipt valued at £59.00 for the purchase of sausage rolls and pasties from Morrisons supermarket had been lost. The Clerk was satisfied that the purchase was legitimate.
4. June 2012 statement A lost receipt has since been found.

(iv) To Agree to Transfer £1,395.00 from the Children's Play Area Reserve Fund to the General Fund

The Council agreed to transfer £1,395.00 from the children's play area reserve fund to the general fund.

(v) To Agree to Transfer £3,857.89 from the StreetLighting Reserve Fund to the General Fund

The Council agreed to transfer £3,857.89 from the streetlighting reserve fund to the general fund.

(vi) To Agree to Transfer the Footpath Reserve Fund to the General Reserve Fund

The Clerk recommended that, as the Council is not financially responsible for the maintenance of any parish footpaths, the footpath reserve funds be transferred to the general reserve fund. The Council agreed to transfer the footpath reserve fund of £300.00 to the general reserve fund.

(vii) To Consider the Parish Council Insurance Renewal Schedule

The Council agreed to accept the Parish Council insurance renewal invitation. The Council agreed to undertake a review of the insured property values.

Action: Cllr J.Kitson is to undertake a review of the insured property values.

(viii) To Approve and Accept the External Auditor's Opinion

The Council approved and accepted the audit opinion of the external auditor, BDO, for the year ended 31st March 2012. The issues arising report was presented to the Parish Council which recommended that the level of fidelity guarantee insurance should be increased. This matter was dealt with at the last Parish Council meeting and has previously been increased.

(ix) To Consider Arrangements for Setting the 2013/2014 Budget and Precept

The members of the Finance Panel, Cllr S.Curl, Cllr J.Kitson, Cllr B.Askew, Cllr H.Davies and the Clerk agreed to prepare the first draft of the 2013/2014 budget and precept for the Council to consider at the Parish Council meeting to be held on 10th October 2012.

8.30pm District Cllr Jones left the meeting.

65 TO CONSIDER REQUESTS FOR MEMORIALS AT THE BURIAL GROUND AND RELATED MATTERS, INCLUDING A REVIEW OF THE BURIAL CHARGES

The request for a memorial inscription in memory of the late Margaret Jones was granted.

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

No written report had been received from the Tithe Barn Panel.

Cllr J.Kitson advised that the company who undertook the relocating of the fire alarm panel to the Tithe Barn walkway has not used the correct cable. The error will not cause any risk however, they have agreed to replace the cable with that which will meet current standards.

67 TO RECEIVE THE REPORT OF THE 'GREEN' SPROUGHTON PANEL

No written report had been received from the Green Panel.

68 TO RECEIVE THE REPORT OF THE PLAYING FIELD MANAGEMENT COMMITTEE PARISH COUNCIL TRUSTEES

No written report had been received from the Playing Field Management Committee Parish Council Trustees.

69 TO AGREE TO ADOPT REVISED SPROUGHTON PARISH COUNCIL FINANCIAL REGULATIONS

The Council agreed to adopt the revised Parish Council Financial Regulations.

70 TO RECEIVE THE 2012 FIRE RISK ASSESSMENT

A copy of the 2012 fire risk assessment, as prepared by Cllr J.Kitson, had been circulated to the Council. The Council agreed to accept the document.

71 TO CONSIDER MANAGEMENT OF THE SPROUGHTON PARISH COUNCIL AND TITHE BARN WEBSITES

Cllr H.Davies agreed to examine the work to be undertaken to update the websites and to present an appraisal at the next Parish Council meeting.

72 TO AGREE TO WRITE TO T.YEO MP RE A.T.M. SECURITY

Cllr S.Curl advised that he is aware of a number of Sproughton residents whose bank accounts have been fraudulently accessed at local A.T.M.s. He considers that the Government and banks are not taking proper action to secure A.T.M.s.

Action: Cllr S.Curl is to draft a letter to be forwarded to T.Yeo MP.

73 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 10th October 2012, at the Barley Room, Tithe Barn, Lower Street, Sproughton.

74 MATTERS RAISED BY MEMBERS

Cllr B.Askew advised that he has approached the community payback scheme and a local farmer to arrange for the burial ground hedges to be trimmed back.

Cllr H.Davies advised that sweet chestnut and lime trees should be planted to attract bees.

Cllr S.Wood reported that the footpath between Sproughton Court and Ransome Close is very overgrown.

Action: The Clerk is to establish ownership of the footpath.

Summary of Actions

64 FINANCE

(vii) To Consider the Parish Council Insurance Renewal Schedule

Action: Cllr J.Kitson is to undertake a review of the insured property values.

72 TO AGREE TO WRITE TO T.YEO MP RE A.T.M. SECURITY

Action: Cllr S.Curl is to draft a letter to be forwarded to T.Yeo MP

74 MATTERS RAISED BY MEMBERS

Action: The Clerk is to establish ownership of the footpath.

The meeting closed at 8.55pm

Chairman : _____

Date: _____