

**MINUTES OF THE SPROUGHTON PARISH COUNCIL MEETING HELD AT THE BARLEY ROOM, TITHE BARN, LOWER STREET, SPROUGHTON ON 8TH JANUARY 2014, AT 7.30PM**

Councillors present:

Cllr S.Curl (Chairman), Cllr H.Davies, Cllr V.Durrant, Cllr J.Kitson, Cllr G.Moore

Mrs S. Frankis, Clerk & Responsible Financial Officer

Nicholas Ridley, District Cllr

Peter Jones, District Cllr

David Busby, County Cllr

143 APOLOGIES FOR ABSENCE TO BE RECEIVED

The Council resolved to approve the apologies received from Cllr K.Barwick for his absence due to a personal engagement.

144 TO ACCEPT MEMBERS DECLARATIONS OF INTEREST

No declarations of interest were received.

145 CONSIDERATION FOR DISPENSATIONS FOR A PECUNIARY INTEREST

There were no requests for dispensations to consider.

146 TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 4TH DECEMBER 2013

The minutes of the meeting held on 4th December 2013, having been circulated to all members, were confirmed and signed as an accurate record of the meeting.

147 REVIEW OF COUNCIL ACTIONS FROM THE PARISH COUNCIL MEETING HELD ON 4TH DECEMBER 2013

Re. minute no. 13/14 118 The Clerk confirmed the advice received from the Parish Council's insurers, regarding fire risks at the allotment gardens, had been circulated to the Council.

Re. minute no. 13/14 128 (ii) Cllr V.Durrant confirmed a letter of response of support for the proposal of the re-introduction of an evening bus service had been drafted. The Clerk confirmed the letter had been sent.

Re. minute no. 13/14 130 (ii) The Clerk confirmed a cheque had been prepared to be forwarded to S.A.R.S.

Re. minute no. 13/14 130 (iv) The Clerk confirmed two cheques had been prepared to be forwarded to Ipswich Building Society and Cambridge Society.

Re. minute no. 13/14 135 The Clerk confirmed she had received the quote from Cllr G.Moore, from F.L.P. to replace the wetpour surface under the rocking rocket, at the children's play area. The Clerk confirmed the quote had been accepted and the works are due to be undertaken the week commencing 3rd February 2014.

Re. minute no. 13/14 137 Cllr G.Moore confirmed she had received notification from the Parish Council regarding the nomination of Mr S.Lavington as a Reading Room & Caretaker's House Charity Parish Council Trustee.

Re. minute no. 13/14 140 The Clerk confirmed she had responded to the complainant who had requested a litter bin be installed at the A1071 bus stop. She confirmed she had written to Suffolk ONE regarding the matter of litter at the site and that no response had been forthcoming.

Re. minute no. 13/14 142 Cllr S.Curl confirmed the Tithe Barn hedge had been trimmed back.

Re. minute no. 13/14 142 The Clerk advised a compensation of approx. £50.00 should be forthcoming from UKPN; payment is expected at the end of January 2014.

7.38pm The meeting was adjourned to receive a report from David Busby, County Cllr and Nicholas Ridley, District Cllr.

A report from David Busby, County Cllr for January 2014, had been received and circulated to the Council, prior to the meeting. David Busby, County Cllr advised that eligible benefit claimants are being encouraged to claim free school meals; there is a potential £10million available. He advised there is possibly £56k available in the Suffolk ONE S106 fund. He advised he had been contacted by Mr Michael Peachey, of Suffolk ONE, regarding the matter of rubbish at the A1071 bus stop and proposed he may be able to fund a litter bin for installation at the site, if the Parish Council were able to fund the annual emptying service charge.

**Action: The Clerk is to research the cost of a litter bin and the annual emptying service charge.**

Cllr V.Durrant thanked David Busby, County Cllr for the regular Ipswich Transport updates that he forwards to the Parish Council. Cllr V.Durrant asked if there was an update available regarding the extension to the B1113 speed limit. David Busby, County Cllr advised he had spoken to Mr S.Merry, of Suffolk County Council, who admitted he had let the matter lapse.

Nicholas Ridley, District Cllr advised there was no update to report regarding the progress of the Babergh District Council Local Plan; the matter remains with the Planning Inspectorate. He advised Mid Suffolk District Council has announced a 1.7% Council Tax increase; Babergh District Council will maintain a 0% increase/decrease, by accepting the Governments 1% incentive payment. He advised the single turbine application has now been registered.

7.55pm The meeting was reconvened.

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

Cllr V.Durrant advised a letter of support had been drafted for the proposal by Claydon & Whitton Parish Council for the re-introduction of an evening bus service to run from Claydon to Ipswich, which would take in Bramford and Sproughton.

**Action: The Clerk is to circulate the letter to the Council.**

Cllr V.Durrant referred to the petition, seeking community support, for the footpath between Sproughton and Bramford to be officially upgraded to a cycle/footpath. He recommended the Parish Council should undertake a similar petition to gauge community support for the continuation of a footpath along High Street, Sproughton to The Beagle roundabout.

149 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.

150 FINANCE

(i) To Approve Payments and Budget Position

The statement of payments for November 2013 was approved.

(ii) To Consider Requests for Grants

The Council unanimously agreed to award a grant of £500.00 to the Playing Field Management Committee, for emergency tree works that had recently been undertaken. The Council agreed the payment should not be seen to set a precedent, and that the grant was being offered due to the exceptional circumstances attached to the situation. The Council agreed to allocate the payment to the Children's Play Area Reserve Fund.

**Action: The Clerk is to forward a cheque for £500.00 to the Playing Field Management Committee.**

The Council unanimously agreed to award a grant of £236.17 to the Playing Field Management Committee, as a contribution to the annual grass cutting fee of the football pitch. The Council agreed to offer the grant on the understanding that the Playing Field Management Committee will accept responsibility for the grass to be cut during the summer months, when the pitch is not in use by the Football Club, and that the pitch can be fully utilised by the community during this period.

**Action: The Clerk is to forward a cheque for £236.17 to the Playing Field Management Committee.**

(iii) To Receive the Findings of the Mid Year Audit of the Accounts Ledger

Cllr H.Davies advised she had undertaken the mid year audit of the accounts ledger. She advised there was a variance of £618.00; this was due to uncleared credit funds.

(iv) To Consider Alternative Financial Provider

Cllr H.Davies advised she had researched alternative financial providers to the Nat West Bank and recommended the Cambridge & Counties Bank and the Unity Trust Bank.

**Action: Cllr H.Davies is to undertake a comparison of the Cambridge & Counties Bank and the Unity Trust Bank, for consideration at the next Parish Council meeting.**

(v) To Confirm the 2014/2015 Precept

Since provisionally setting the 2014/2015 precept demand, the Parish Council has received details of the 2014/2015 taxbase and adjusted grant figure from Babergh District Council. The Parish Council agreed to re-set the 2014/2015 precept demand to £49,573.00, in order for the Band D Council Tax to remain at £93.22; a 0% increase, and to accept the reduced grant of £1,410.50.

**Action: The Clerk is to complete the precept demand and return it to Babergh District Council.**

151 TO CONSIDER REQUESTS FOR MEMORIALS AT THE BURIAL GROUND AND RELATED MATTERS

The Council granted permission for memorials to be erected for the late Mick Capon, Peter McGahey and Nora Daniels.

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

Cllr H.Davies confirmed a meeting is to be held on 13th January 2014, 7.30pm at the Barley Room, Tithe Barn, Sroughton and agreed to prepare an agenda for the meeting.

153 TO CONSIDER A REVISED ALLOTMENT HOLDERS AGREEMENT

There were no updates to report.

154 STREET LIGHTING

There were no updates to report.

Cllr V.Durrant referred to the outstanding order placed with Suffolk County Council for the installation of ILS units to the Parish Council lighting stock, and the delay of the installation of the units. David Busby, County Cllr agreed to look into the matter.

155 CHILDREN'S PLAY AREA

There were no updates to report.

156 PFMC ITEMS FOR CONSIDERATION, INCLUDING PFMC SPC REPRESENTATIVE MEMBER

Cllr H.Davies had circulated notes to the Parish Council, prior to the meeting, of the Playing Field Management Committee (PFMC) meeting she had attended on 12th December 2013.

Cllr S.Curl referred to the program of expenditure aspirations of the PFMC, recently received by the Parish Council. He noted that other than applying for grants, the program showed no indication of how revenue would be generated. Cllr H.Davies advised the PFMC has begun increasing rents and intends to hold fund raising discos. Cllr H.Davies advised that Mr D.Lavington, chairman of the PFMC, has recently taken on the chairmanship of the Sports & Social Club.

The Parish Council unanimously agreed to appoint Cllr H.Davies as the Parish Council representative member to the PFMC; according to the terms of the PFMC Conveyance deed, Cllr H.Davies will be permitted full voting rights.

157 TO AGREE EXPENDITURE FOR THE REPLACEMENT OF THE PARISH COUNCIL NOTICE BOARD

The Clerk had circulated details of the notice boards available from Grippit UK to the Council, prior to the meeting.

The Council unanimously agreed to accept the quote of £765.00 for a wall mounted notice board.

**Action: The Clerk is to accept the quote, received from Grippit UK, for a wall mounted notice board.**

9.05pm David Busby, County Cllr left the meeting.

158 TO CONSIDER REQUEST FOR CONCESSIONARY TITHE BARN HIRE RATES FOR SPROUGHTON LUNCH CLUB

The Clerk advised that Sproughton Lunch Club, previously administered by Sproughton Community Shop C.I.C., is now organised and run by Sheridan Walne. In order for the lunch club to remain viable, the Parish Council unanimously agreed to offer a concessionary hire rate of £10.00 per week for the hire of the Barley Room and kitchen.

**Action: The Clerk is to notify Sheridan Walne that the hire rate will be £10.00 per week, for the hire of the Barley Room and kitchen.**

159 NEIGHBOURHOOD PLAN

Cllr J.Kitson agreed to attend the forthcoming Neighbourhood Planning & Your Community event, to be held on 3rd February 2014, at Lavenham Village Hall.

160 TO CONSIDER THE TERMS OF THE SPROUGHTON COMMUNITY SHOP C.I.C.'S OCCUPATIONAL LICENCE FOR THE PERIOD 1ST APRIL 2014 TO 31ST MARCH 2015

Cllr H.Davies and Cllr G.Moore agreed to consider the matter.

**Action: The Clerk is to forward a soft copy of the licence to Cllr H.Davies and Cllr G.Moore, and to request a copy of the most recent year end accounts for the Community Shop.**

161 TO AGREE THE TIMES, DATES AND VENUE OF THE PARISH COUNCIL MEETINGS AND THE PAISH COUNCIL PLANNING COMMITTEE MEETINGS FOR THE PERIOD APRIL 2014 TO MARCH 2015, AND THE 2014 ANNUAL PARISH MEETING

The list of approved dates was approved.

The Annual Parish Meeting will be held on 7th May 2014, 7.30pm at the Tithe Barn, Lower Street, Sproughton.

162 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 5th February 2014, at the Barley Room, Tithe Barn, Lower Street, Sproughton.

163 MATTERS RAISED BY MEMBERS

Cllr S.Curl advised the 2014 Sproughton Beer Festival will be held on 9th, 10th and 11th May 2014.

Cllr S.Curl asked for the planning application for the erection of greenhouses, at Lower Dairy Farm, Bramford to be included on the agenda for the next Planning Committee meeting.

Summary of Actions

**Action: The Clerk is to research the cost of a litter bin and the annual emptying service charge.**

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

**Action: The Clerk is to circulate the letter to the Council.**

150 FINANCE

(ii) To Consider Requests for Grants

**Action: The Clerk is to forward a cheque for £500.00 to the Playing Field Management Committee.**

**Action: The Clerk is to forward a cheque for £236.17 to the Playing Field Management Committee.**

(iv) To Consider Alternative Financial Provider

**Action: Cllr H.Davies is to undertake a comparison of the Cambridge & Counties Bank and the Unity Trust Bank, for consideration at the next Parish Council meeting.**

v) To Confirm the 2014/2015 Precept

**Action: The Clerk is to complete the precept demand and return it to Babergh District Council.**

157 TO AGREE EXPENDITURE FOR THE REPLACEMENT OF THE PARISH COUNCIL NOTICE BOARD

**Action: The Clerk is to accept the quote, received from Grippit UK, for a wall mounted notice board.**

158 TO CONSIDER REQUEST FOR CONCESSIONARY TITHE BARN HIRE RATES FOR SPROUGHTON LUNCH CLUB

**Action: The Clerk is to notify Sheridan Walne that the hire rate will be £10.00 per week, for the hire of the Barley Room and kitchen.**

160 TO CONSIDER THE TERMS OF THE SPROUGHTON COMMUNITY SHOP C.I.C.'S OCCUPATIONAL LICENCE FOR THE PERIOD 1ST APRIL 2014 TO 31ST MARCH 2015

**Action: The Clerk is to forward a soft copy of the licence to Cllr H.Davies and Cllr G.Moore, and to request a copy of the most recent year end accounts for the Community Shop.**

The meeting closed at 9.25 pm

Chairman : \_\_\_\_\_

Date: \_\_\_\_\_