

MINUTES OF THE ANNUAL SPROUGHTON PARISH COUNCIL MEETING HELD AT THE BARLEY ROOM, TITHE BARN, LOWER STREET, SPROUGHTON ON 14TH MAY 2014, AT 7.32PM

Councillors present:

Cllr S.Curl (Chairman), Cllr K.Barwick, Cllr H.Davies, Cllr V.Durrant, Cllr J.Kitson

Mrs S. Frankis, Clerk & Responsible Financial Officer
Nicholas Ridley, District Cllr
David Busby, County Cllr
PC Tyrell
PCSO Ford

25 ELECTION OF CHAIRMAN

The Council voted unanimously in favour of Cllr S.Curl being re-elected as Chairman to Sproughton Parish Council.

26 DECLARATION OF ACCEPTANCE OF OFFICE BY THE CHAIRMAN

Cllr S.Curl duly signed a Declaration of Acceptance of Office.

7.34pm Cllr H.Davies arrived.

27 ELECTION OF VICE-CHAIR

The Council voted unanimously in favour of Cllr J.Kitson being re-elected as Vice-Chairman to Sproughton Parish Council.

28 APOLOGIES FOR ABSENCE TO BE RECEIVED

The Council resolved to approve the apologies received from Cllr G.Moore and Peter Jones, District Cllr.

29 TO ACCEPT MEMBERS DECLARATIONS OF INTEREST

No declarations of interest were received.

30 CONSIDERATION FOR DISPENSATIONS FOR A PECUNIARY INTEREST

There were no requests for dispensations to consider.

31 TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 16TH APRIL 2014

The minutes of the meeting held on 16th April 2014, having been circulated to all members, were confirmed and signed as an accurate record of the meeting.

32 REVIEW OF COUNCIL ACTIONS FROM THE PARISH COUNCIL MEETING HELD ON 16TH APRIL 2014

Re. minute no. 14/15 16 Cllr H.Davies advised the issue of occupancy of the children's play area remains an outstanding item on the PFMC agenda.

7.37pm The meeting was adjourned to receive reports from PC Tyrell, David Busby, County Cllr and Nicholas Ridley, District Cllr.

PC Tyrell advised PCSO Ford is to replace PCSO Cohen as the officer for Sproughton. She advised there had been sixty reported crimes for the period 1st April 2013 to 31st March 2014, an increase of one reported crime on the previous period. She advised fifty three of the sixty crimes remained undetected.

Cllr S.Curl referred to a reported crime of possession of Class A drugs on the A14, during April 2014. PC Tyrell advised the incident would have been on the A14 carriageway and likely to have been a vehicle passing within the Sproughton boundaries.

PC Tyrell advised she is keen to address vulnerable members of the community regarding the recent telephone scam whereby the public are cheated out of sums of money by fraudsters purporting to be from the Metropolitan Police Authority.

7.53pm PC Tyrell, PCSO Ford and Cllr V.Durrant left the meeting.

David Busby, County Cllr advised a number of County Council services continue to be outsourced however Customer Service Direct will once again be administered by the County Council. He advised that a 'raising the bar' initiative has been introduced following the publication of the schools league tables. He advised he had attended the East Anglia Business Exhibition at Trinity Park, on 7th May 2014.

Nicholas Ridley, District Cllr advised James Long has been elected as Chairman of Babergh District Council and Kathy Pollard Vice-Chair. He advised that Babergh District Council is considering reducing the restrictions on S106 applications by principally allowing the funds to be spent on indoor sporting facilities and repairs to community buildings to create indoor play facilities. He advised the second planning application for the proposed development of Russets, Hadleigh Road is to be refused; the appeal of the original application has been refused by the Planning Inspectorate; the appeal of the application associated with 6 Collinsons, Sproughton has been refused by the Planning Inspectorate.

8.05pm The meeting was reconvened.

33 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.

34 FINANCE

(i) To Approve Payments and Budget Position

The statement of payments for April 2014 was approved.

(ii) To Consider Requests for Grants

There were no requests to consider.

(iii) To Allocate the General Fund as at 31st March 2014

The Clerk had analysed the general fund as at 31st March 2014 and circulated the details to the Council, prior to the meeting. The Council unanimously agreed to allocate the funds as advised but to allocate surplus precept funds originally allocated to grass cutting, of £154.70 and insurance, of £150.00 to the children's play area reserve fund and not the general reserve fund.

Action: The Clerk is to transfer £31,888.25 from the general fund to specific reserve funds.

(iv) To Receive the Findings of the Internal Auditors Report

A copy of the internal auditors report for the year ending 31st March 2014 had been circulated to the Council, prior to the meeting and received. The Council thanked the Clerk for her work maintaining the Parish Council accounts.

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

There were no matters to consider.

8.20pm Cllr V.Durrant returned to the meeting.

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

Cllr H.Davies advised the source of the courtyard leak has been established as being due to a faulty valve on the sink, at the Community Shop. The Community Shop C.I.C. has been advised of the matter. She advised a quote has been received from an electrician for works to the courtyard lighting and Tithe barn heaters; the quote is unclear and Jane Draper has been asked to request a re-quote from the

electrician. The Parish Council unanimously agreed to set a budget of £100.00 for the repair of the Tithe Barn courtyard lighting.

Action: The Clerk is to accept the quote received from Martin C. Gilbert Ltd for the repairs to the courtyard lighting to be undertaken.

Cllr H.Davies advised she continues to consider the Tithe Barn hiring terms and conditions.

Cllr J.Kitson referred to the Tithe Barn sound system and the need for the system to be modified. He advised the focus has always been on amendments being made to the control panel of the system. However, a representative from Eclipse has suggested a custom designed speaker system could be installed. Cllr J.Kitson agreed to pursue the matter in order to establish likely costs.

Cllr H.Davies asked how much had been raised at the 6th Sproughton Beer Festival. Cllr S.Curl advised the event had achieved a profit of £4,205.00, of which £294.00 was raised from the sale of the commemorative beer glasses and which will be donated to the Royal British Legion. Cllr S.Curl proposed thanking the volunteers who had helped at the beer festival by inviting them to a BBQ, and funding the event with proceeds achieved at the beer festival. The Council agreed to the proposal and recorded grateful thanks to all the volunteers who had helped.

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

Cllr V.Durrant advised he had attended a meeting regarding the proposed conversion of the footway between Sproughton and Bramford to a designated combined footway/cycle way. He had questioned the necessity for such a redesignation, at a cost of up to £50k rather than undertaking clearance works to the existing footway, and leaving it to operate as it has done for some years now. He advised he had now spoken with the local Police Officers and would report this to the next meeting to consider the matter to be held on 5th June 2014. He advised Sproughton Parish Council has submitted comments relating to the technical report and Applicant's response associated with MSDC planning application no: 3655/13; he considers no further comments need to be made by the Parish Council. He had noted the Suffolk County Council's Highways response does not include details relating to any traffic flow implications for Sproughton. He had spoken to David Busby, County Cllr about this and asked him to take the matter up with Mr Peter Black, of Suffolk County Council. He advised that he continues to press Suffolk County Council through David Busby, County Cllr for a meeting with Lucy Robinson regarding the \$106 monies spent on the redundant design of the SnOasis traffic mitigation measures. He advised he continues to request Suffolk County Council, through David Busby, County Cllr carry out a risk assessment/safety audit regarding the safety of pedestrians crossing Sproughton Road, at the corner by the Millennium Green. He advised he has received an email from a parishioner of Lower Street, Sproughton who has raised concerns regarding the issue of vehicles mounting the footway to pass stationary cars. Cllr V.Durrant advised he has raised the issue with PC Tyrell, who has agreed to undertake checks.

38 TO CONSIDER A REVISED ALLOTMENT HOLDERS AGREEMENT

Cllr K.Barwick advised he had sourced appropriate guidelines associated with the use of bonfires at allotment gardens. The Council agreed to include the guidelines with the current Allotment Holders Agreement.

Action: The Clerk is to draft a revised Allotment Holders Agreement, to be endorsed at the next Parish Council meeting.

39 STREET LIGHTING

Cllr V.Durrant advised a new streetlamp has been installed at Hadleigh Road, as requested by the Parish Council however, the old unit remains in place.

Action: The Clerk is to establish when the old unit is to be removed and when the new ILS units will be implemented.

40 CHILDREN'S PLAY AREA

Cllr H.Davies advised she had mentioned the tractor unit was in a state of disrepair, at the last PFMC monthly meeting.

41 PFMC ITEMS FOR CONSIDERATION, INCLUDING PFMC SPC REPRESENTATIVE MEMBER

Cllr H.Davies advised the PFMC continues to install new bollards, at the playing fields. She advised the next Sproughton Club will be on 17th May at the Sports & Social Club. She advised the PFMC had issued letters to the sports clubs associated with the Sproughton playing fields, advising them of a minimal rental increase.

42 FINANCIAL REGULATIONS

(i) To Adopt Revised Financial Regulations

The Clerk had circulated draft revised Financial Regulations to the Council, prior to the meeting. The Council considered the draft document required amendments.

Action: Cllr J.Kitson and the Clerk are to re-draft the revised Financial Regulations.

(ii) To Appoint the Clerk as the Internet Banking Service Administrator, in Accordance with Financial Regulation 6.15

The matter could not be considered.

43 TO ADOPT A SPROUGHTON PARISH COUNCIL OWNED LAPTOP AGREEMENT

The Clerk had circulated a draft agreement to the Council, prior to the meeting. The Council agreed, that with minor modifications, the document would be adopted.

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

The next Sproughton Parish Council meeting will be at 7.30pm, on 11th June 2014, at the Barley Room, Tithe Barn, Lower Street, Sproughton.

45 MATTERS RAISED BY MEMBERS

Cllr V.Durrant endorsed the suggestion put forward at the Annual Parish Meeting that a defibrillator be installed within the parish. Cllr V.Durrant agreed to research the cost, usage, security, training and storage of a defibrillator unit.

Summary of Actions

34 FINANCE

(iii) To Allocate the General Fund as at 31st March 2014

Action: The Clerk is to transfer £31,888.25 from the general fund to specific reserve funds.

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

Action: The Clerk is to accept the quote received from Martin C. Gilbert Ltd for the repairs to the courtyard lighting to be undertaken.

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Action: The Clerk is to draft a revised Allotment Holders Agreement, to be endorsed at the next Parish Council meeting.

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42 FINANCIAL REGULATIONS

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Action: Cllr J.Kitson and the Clerk are to re-draft the revised Financial Regulations.

The meeting closed at 9.22pm

Chairman : _____

Date: _____

