

**MINUTES OF THE SPROUGHTON PARISH COUNCIL MEETING HELD AT SPROUGHTON PRIMARY SCHOOL,  
CHURCH LANE, SPROUGHTON ON 8<sup>th</sup> JULY 2015, AT 7.30PM**

Councillors present:

Cllr S.Curl (Chairman), Cllr K.Barwick, Cllr H.Davies, Cllr V.Durrant, Cllr P.Powell

Mrs S. Frankis, Clerk & Responsible Financial Officer

David Busby, County Cllr

Nicholas Ridley, District Cllr

Barry Gasper, District Cllr

64 APOLOGIES FOR ABSENCE TO BE RECEIVED

There were no apologies to consider.

65 TO ACCEPT MEMBERS DECLARATIONS OF INTEREST

None were received.

66 CONSIDERATION FOR DISPENSATIONS FOR A PECUNIARY INTEREST

The Clerk advised she had received a request for a dispensation for a pecuniary interest from Cllr K.Barwick. The Clerk granted a dispensation to Cllr K.Barwick to allow him to participate, or participate further, in any discussion relating to the anticipated mixed development by Taylor Wimpey at Chantry Vale ( the land bordered by A1071, A1214 and A14), and to participate in any vote, or further vote, taken on that business by that body.

**Action: The Clerk is to write to Cllr K.Barwick to advise that a dispensation has been granted.**

67 TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 10<sup>TH</sup> JUNE 2015

The minutes of the meeting held on 10<sup>th</sup> June 2015, having been circulated to all members, were confirmed and signed as an accurate record of the meeting.

68 REVIEW OF COUNCIL ACTIONS FROM THE PARISH COUNCIL MEETING HELD ON 10<sup>TH</sup> JUNE 2015

There were no matters to consider.

7.33 pm The meeting was adjourned.

David Busby, County Cllr advised that the County Council is likely to invest in the development of a new, shared Record Office and research centre in collaboration with University Campus Suffolk (UCS). The new facility, with a working title of the Suffolk Research Centre, would replace Ipswich Record Office, delivering flexible, shared learning spaces with UCS, that support a county wide strategic vision for heritage service development, UCS academic facility development, and further economic regeneration for the county town of Ipswich. He advised, the financial outturn of the County Council for 2014/15 is - the revenue budget has been underspent by £2.3m, equivalent to 0.4% of the net budget. This budget included a target for planned savings of £38.6m to reach a balanced budget as part of a four year savings plan of £156m (at that stage) for 2014/15 to 2017/18. Disappointingly an underspend of £1.7m occurred in the CYP directorate which considering the lack of progress with the Raising the Bar initiative was concerning. He advised the capital programme spent £107.1m against a budget of £171.4m. The County Council is hoping to refinance the capital cost of the Energy from Waste site, saving the Council an estimated £1m per year over 24 years. He advised the County Council is reviewing the Suffolk Adult

Learning Strategy and its impact on the Adult Learning Service contract which is up for renewal in August 2016. 8,000 adults accessed adult learning in 2014 through the Council's contracted provision.

Cllr V.Durrant asked if Suffolk County Council has begun a review of the Highways contract; David Busby, County Cllr advised the review has not yet been undertaken.

Cllr S.Curl advised he had received a parishioners report that the Church Lane/A14 underpass is being used by motorcyclists and small cars, and asked how best to deal with the issue. David Busby, County Cllr agreed to take the matter to the Police.

Barry Gasper, District Cllr advised there had been very little information forthcoming at the East Anglia Three public presentation, held at Bramford on 22<sup>nd</sup> June 2015. He advised the public consultation is now open and asked that Sproughton Parish Council submits a response.

Nicholas Ridley, District Cllr advised the Babergh District Council C.I.L. presentation has been forwarded to the Inspector and the outcome is awaited, before being adopted. He advised that Babergh District Council had recently attended a site visit, at the former Beet Sugar site; he advised Ipswich Borough Council had always expressed an intention to invite Babergh District Council to the site. He advised that Babergh District Council is likely to recommend a 50/50 mixed development of the site.

Cllr S.Curl referred to the statement previously issued by Ipswich Borough Council regarding their intentions to engage with stakeholders, including Sproughton Parish Council, regarding the future development of the former Beet Sugar site; the Parish Council is keen to be involved in any proposals for the future of the site. Despite the Parish Council sending two invitations for Ipswich Borough Council to engage with the Parish Council, to the CEO of Ipswich Borough Council, no response has been forthcoming. Cllr S.Curl considered the next step would be to raise the matter with our MP and the MP for Ipswich.

Nicholas Ridley, District Cllr advised bids for further sites have come forward and that Suffolk has been invited to be put forward a bid for devolution. He suggested the Parish Council may wish to consider writing to Christine Thurlow, of Babergh District Council, to ask that the Parish Council be involved in any future meetings they may have with Ipswich Borough Council.

The Council agreed to re-issue the invitation to Ipswich Borough Council, regarding the future development of the former Beet Sugar site to Emily Attack, of Ipswich Borough Council and to c.c. David Ellesmere.

8.00 pm The meeting was reconvened.

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

Cllr V.Durrant advised he has been invited to attend a meeting arranged by Suffolk County Council, to meet with Highways England/Amey and key stakeholders affected by the A12 maintenance works in order for the latter to express their experiences and concerns. The meeting will take place on Friday, 10<sup>th</sup> July 2015 at Endeavour House, Ipswich.

Cllr V.Durrant advised he has contacted Greenways, River Action Group regarding their involvement with the River Gipping, and in particular the stretch of river adjacent to the former Beet Sugar site. He was advised that at the time of inception of the group in 1997, an invitation had been issued to the Parish Council to join but that the invitation had not been acted upon. Cllr V.Durrant has suggested that Greenways put forward a new invitation to the Parish Council.

Cllr V.Durrant advised he had recently undertaken to walk along Hadleigh Road to the new Oaklands swimming pool but considered the footpath to be inadequate and dangerous. He has reported the matter via the County Council Highways website who have responded advising that the matter will be looked at to establish what needs to be done. Cllr V.Durrant advised he had also reported the issue of the faded repeater signs, on the B1113; the response advised that the matter will be dealt with sometime this year.

Cllr V.Durrant advised the recent Lorry Watch report recorded an increase in the number of violations, which was disappointing. For the period April 2015 to June 2015 there had been 49 reported infringements compared to an average of 7-10 per month.

70 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.

71 FINANCE

(i) To Approve Payments and Budget Position

The statement of payments for June 2015 was approved.

(ii) To Consider Requests for Grants

There were no requests to consider.

The Clerk advised the Council had received a letter of thanks for their support for the recent village fete, from Sproughton Events. Rev A.Shannon had advised the event raised over £1,600.00 gross, and about £800.00 net on the day, enabling the committee to make grants via the Reading Room Trust to a number of local organisations and to retain a good reserve for next years fete.

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

Cllr P.Powell had undertaken the quarterly credit card audit and confirmed there were no matters to raise.

(iv) To Agree to Increase the Level of Fidelity Guarantee Insurance Cover

The Clerk advised the current level of fidelity guarantee insurance cover was inadequate. The Council unanimously agreed to increase the level of fidelity guarantee insurance cover from £200k to £250k.

**Action: The Clerk is to arrange for the level of fidelity guarantee insurance cover to be increased from £200k to £250k.**

(v) To Approve and Accept the External Auditors Opinion

The Council approved and accepted the audit opinion of the external auditor, BDO LLP, for the year ended 31st March 2015. In the view of BDO LLP, the information in the annual return was in accordance with proper practices and there were no matters to give cause for concern.

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

There were no requests to consider.

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

Cllr H.Davies advised the next meeting of the Tithe Barn Panel is to be held on 9<sup>th</sup> July 2015; matters to be considered include an upgrade of the toilets, installation of an outside tap, installation of a kitchen vent and a picnic table.

74 CHILDREN'S PLAY AREA

Cllr H.Davies advised that she and Cllr P.Powell had met with Mr D.Lavington and Mr B.Askew of the P.F.M.C.. The meeting had been arranged in order that the Parish Council and the P.F.M.C. could consider how to agree to move forward the management and responsibility of the children's play area.

Three options had arisen during the meeting; (i) remove the play equipment and revert the area to grass – this was not felt to be a viable option but considered for completion; (ii) for the Parish Council to retain management and responsibility and to be issued with a Licence to Occupy the play area; (iii) for the Parish Council to hand over the management and responsibility to the P.F.M.C., having previously ensured that the equipment and area was in good repair, with financial support to ensure the equipment for remain in good repair and other sundry expenses.

**Action: To invite Wicksteed Leisure to undertake a review/survey of the children's play equipment.  
Action: Cllr H.Davies is to prepare a summary of the options and to return to the P.F.M.C..**

75 P.F.M.C. ITEMS FOR CONSIDERATION, INCLUDING PFMC SPC REPRESENTATIVE MEMBER  
Cllr H.Davies advised there were no updates to report.

76 TO AGREE A POLICY ON THE USE OF THE PARISH COUNCIL RESOURCES (TABLES ETC.) FOR NON PARISH COUNCIL EVENTS  
Cllr S.Curl advised the Parish Council needs to be clear over the use of Parish Council assets for non Parish Council events; there would be a need for well-defined terms of use.  
**Action: Cllr S.Curl agreed to consider and draft a terms of use document.**

8.35pm David Busby, County Cllr and Barry Gasper, District Cllr left the meeting.

77 REVIEW OF THE CLERK'S CONTRACT OF EMPLOYMENT

8.37pm The meeting was adjourned and the Clerk left the meeting.

8.50pm The Clerk returned and the meeting was reconvened. Nicholas Ridley, District Cllr left the meeting.

The Parish Council agreed to increase the Clerks hours from 12 to 16, with immediate effect at the current rate of pay. The Council agreed to consult with the Clerk on a draft, updated contract and job description. The updates will reflect current practice. It is the intention of the Council to deal with the matter at an extraordinary Parish Council meeting to be held on 22 July 2015.

**Action: Cllr S.Curl and Cllr H.Davies are to meet with the Clerk to consider an updated contract and job description.**

78 WORKPLACE PENSIONS - AUTOMATIC ENROLMENT

Cllr P.Powell confirmed the Parish Council is not required to take action before October 2015. He agreed to continue discussing the various options, with Councillors, via email. The Council agreed to consider the matter further at the extraordinary meeting to be held on 22 July 2015.

79 REVIEW OF THE PARISH COUNCIL RISK ASSESSMENT DOCUMENT

The Council continues to undertake a review of the risk assessment document.

80 NEIGHBOURHOOD PLAN

Cllr H.Davies confirmed the article has been published in the latest issue of the In Touch magazine and the website and that she will undertake a 'door drop'. The Council thanked Cllr P.Powell for the work he has undertaken in bringing the matter to a level of visibility.

81 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 9<sup>th</sup> September 2015, at the Barley Room, Tithe Barn, Lower Street, Sproughton

82 MATTERS RAISED BY MEMBERS

Cllr K.Barwick advised that the allotment holders had asked if the Parish Council would address the issue of an influx of moles. The Clerk advised she had contacted a mole catcher and would follow up her telephone enquiry.

**Action: The Clerk is to follow up her telephone call to the mole catcher.**

Cllr K.Barwick advised he had been approached by an allotment holder who had requested an additional water tap be installed nearer to his plot.

Cllr K.Barwick advised the 'No-Access' signs on the allotment gates need to be replaced with a hard plastic type. He agreed to source a suitable sign.

Cllr K.Barwick advised he had been asked if the parking spaces at the village green could be marked out as individual bays.

**Action: The Clerk is to forward the request to mark out individual parking spaces, at the village green, to Suffolk County Council.**

Cllr V.Durrant asked if the Parish Council had received feedback from Mr P.Horne, regarding data he may have gathered from his recent dissertation questionnaire, circulated throughout the Parish. The Clerk confirmed that no feedback had been forthcoming. Cllr V.Durrant agreed to contact Mr P.Horne.

Cllr P.Powell advised that he had met Kate Lowe, the Babergh District Council Locality Officer for Sproughton and David Hughes, the Babergh District Council Communities officer, at a Parish Liaison meeting. He had raised concerns that the Parish Council appears not to be included in matters of importance, that relate to Sproughton. Both Babergh District Council officers agreed to engage with the Parish Council.

Cllr S.Curl advised that he and the Clerk had met with the Tithe Barn warden, prior to the meeting and at the request of the Warden. The Warden has given notice that she intends to resign from her role as Tithe Barn warden at the end of 2015.

Cllr S.Curl advised he and the Clerk had recently met with the owners of Red House, Sproughton to discuss issues related to the proposed Taylor Wimpey Wolsey Grange development.

The Council agreed to invite neighbouring parishes to a meeting to discuss and consider the proposed Wolsey Grange development.

**Action: The Clerk is to invite neighbouring parishes to a meeting to discuss and consider the proposed Wolsey Grange development.**

#### Summary of Actions

##### 66 CONSIDERATION FOR DISPENSATIONS FOR A PECUNIARY INTEREST

**Action: The Clerk is to write to Cllr K.Barwick to advise that a dispensation has been granted.**

**The Clerk is to re-issue the invitation to Ipswich Borough Council, regarding the future development of the former Beet Sugar site to Emily Attack, of Ipswich Borough Council and to c.c. David Ellesmere.**

#### 71 FINANCE

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**Action: Cllr S.Curl and Cllr H.Davies are to meet with the Clerk to consider an updated contract and job description.**

82 MATTERS RAISED BY MEMBERS

**Action: The Clerk is to follow up her telephone call to the mole catcher.**

**Action: The Clerk is to forward the request to mark out individual parking spaces, at the village green, to Suffolk County Council.**

**Action: The Clerk is to invite neighbouring parishes to a meeting to discuss and consider the proposed Wolsey Grange development.**

The meeting closed at 9.40pm

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

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