

**MINUTES OF THE SPROUGHTON PARISH COUNCIL MEETING HELD AT THE BARLEY ROOM, TITHE BARN,
LOWER STREET, SPROUGHTON ON 7TH OCTOBER 2015, AT 7.34PM**

Councillors present:

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

Mrs S. Frankis, Clerk & Responsible Financial Officer

David Busby, County Cllr

Nicholas Ridley, District Cllr

125 APOLOGIES FOR ABSENCE TO BE RECEIVED

Apologies were received from Barry Gasper, District Cllr.

126 TO ACCEPT MEMBERS DECLARATIONS OF INTEREST

None were received.

127 CONSIDERATION FOR DISPENSATIONS FOR A PECUNIARY INTEREST

None were received.

128 TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 23RD SEPTEMBER 2015

The minutes of the meeting held on 23rd September 2015, having been circulated to all members, were confirmed and signed as an accurate record of the meeting.

129 REVIEW OF COUNCIL ACTIONS FROM THE PARISH COUNCIL MEETING HELD ON 23RD SEPTEMBER 2015

Re. minute no. 15/16 124 The Clerk confirmed she had contacted the parishioner who had previously expressed an interest in joining the Parish Council; due to work commitments, the parishioner was no longer able to consider the matter.

130 PUBLIC FORUM/PARTICIPATION, INCLUDING REPORTS FROM THE COUNTY AND DISTRICT COUNCILLORS

David Busby, County Cllr advised he continues to pursue Mr. S.Merry, of Suffolk County Council, regarding the outstanding highways matters. He advised that he had attended a shareholders group meeting yesterday, following which he is feeling optimistic, and encouraged about County Council finances and the possible opportunities to generate income in order to retain services.

Cllr S.Curl explained that the Parish Council had been attempting to engage with Cllr James Finch, Suffolk County Council Cabinet Member for Highways and Transport, and that to date had been unable to secure a meeting. Cllr D.Busby agreed to speak to Cllr Finch, and agreed to attend the forthcoming Fringe Parish meeting, to be held on 14th October 2015.

Nicholas Ridley, District Cllr advised there is currently a call for gypsy and traveller sites underway. He advised the half-yearly parish council meetings will be held in November. He was unable to confirm when the proposed Wolsey Grange application will go to the Planning Committee but indicated that he would expect it to be after Christmas.

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

No report was received.

Action: Cllr S.Curl is to consult with Mr C.Harris regarding the status of the Transport Panel.

- 132 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.
- 133 FINANCE
(i) To Approve Payments and Budget Position
The statement of payments for September 2015 was approved.
Cllr H.Davies verified the Parish Council Co-op bank account balances, as reported within the monthly Financial Summary reports, with the bank statements.
- (ii) To Consider Requests for Grants
A request had been received from the Sproughton Senior Citizens Club for a grant to assist with the running costs of the Club. The Council unanimously agreed to offer a grant of £200.00 to the Sproughton Senior Citizens Club.
Action: The Clerk is to forward a cheque for £200.00 to the Sproughton Senior Citizens Club.
A request for a grant of £360.00, and free use of the Barley Room had been received from Mrs J.Webb, who wished to organise a first aid training course for village organisations, e.g., the football club, the tennis club, the bowls club and the Brownies to attend. The Council agreed in principle to support the idea but would require clarity regarding the aim of the training.
Action: The Clerk is to request further details from Mrs J.Webb.
The Parish Council unanimously agreed to obtain a new poppy wreath, to be laid at the forthcoming Remembrance Day Service, and to forward a donation of £50.00 to the Royal British Legion.
Action: The Clerk is to obtain a new poppy wreath and to forward a donation of £50.00 to the Royal British Legion.
- 134 TO CONSIDER REQUESTS FOR MEMORIALS AT THE BURIAL GROUND AND RELATED MATTERS
There were no requests to consider.
- 135 TO RECEIVE THE REPORT OF THE TITHE BARN PANEL AND RELATED MATTERS
There were no updates to report.
The Clerk advised that as the warden intended to resign from her post, the Council would be required to appoint a new Designated Premises Supervisor (DPS), who would likely need to obtain a Personal Licence. She suggested the Council submits a request for the usual DPS requirement to be dis-applied to the Tithe Barn Premises Licence. The Council considered it would be more sustainable for the Parish Council to become the licence holder and agreed to submit a request to Babergh District Council.
Action: The Clerk is to submit a request for the usual DPS requirement to be dis-applied to the Tithe Barn Premises Licence.
- 136 CHILDREN'S PLAY AREA
Cllr H.Davies advised the Council awaits the 2015 Inspection Report.
- 137 P.F.M.C. ITEMS FOR CONSIDERATION, INCLUDING PFMC SPC REPRESENTATIVE MEMBER
Cllr H.Davies advised she had been unable to attend the recent P.F.M.C. meeting; discussions and assessments had begun regarding the requirement of a new building.
The Clerk advised she had received an email from Mr B.Samuel, secretary of the Sproughton Tennis Club. The purpose of the email was to update the Parish Council on the Tennis Club's project to re-surface courts 1 and 2. The Tennis Club, supported by the Parish Council, had made grant applications to Viridor and Babergh District Council for funding. Despite the applications having been well received, they had been unsuccessful as the Operating Licence, issued by the P.F.M.C. had not been acceptable.

The Tennis Club would be making a S106 application to Babergh District Council, and would be seeking the support of the Parish Council.

138 REVIEW OF THE PARISH COUNCIL RISK ASSESSMENT DOCUMENT

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

139 NEIGHBOURHOOD PLAN

The Council deemed that as only five volunteers had come forward, it would not be viable to move forward with a Neighbourhood Plan but to consider updating the Parish Plan, instead. Cllr S.Curl suggested inviting the five volunteers to an informal meeting on 21st October 2015, with a view to talking around aspirations.

140 TO ADOPT A MEDIA POLICY

Cllr H.Davies continues to draft a policy.

141 ANNUAL REVIEW OF SPROUGHTON PARISH COUNCIL STANDING ORDERS AND FINANCIAL REGULATIONS

The Clerk had circulated proposed amendments to the Financial Regulations to the Council, prior to the meeting. The Council asked that she circulate a revised document with tracked changes.

Action: The Clerk is to circulate a revised document with tracked changes.

142 TO CONSIDER ANY ISSUES TO FORWARD TO THE BABERGH DISTRICT COUNCIL LOCALITY OFFICER

The Council agreed that if there were any issues to be raised it would be preferred to approach the elected representatives, Cllr N.Ridley and Cllr B.Gasper, rather than the Babergh District Council Locality Officer.

143 BABERGH & MID SUFFOLK DISTRICT COUNCIL COMMUNITY ACHIEVEMENT AWARD SCHEME 2016

Cllr S.Curl proposed the volunteers of the Sproughton Community Shop be nominated for a Community Achievement Award. The Council unanimously agreed to support his nomination.

Action: The Clerk is to forward a completed nomination form.

144 BABERGH & MID SUFFOLK DISTRICT COUNCIL MATTERS; C.I.L., DEVELOPMENT, NEW HOMES BONUS, COUNCIL TAX REVENUE & DEVOLUTION

Cllr S.Curl referred to the Babergh & Mid Suffolk District Council September 2015 Town & Parish Council Newsletter, and reminded the Council of the importance of the matters raised therein.

145 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 November 2015, at the Barley Room, Tithe Barn, Lower Street, Sproughton

146 MATTERS RAISED BY MEMBERS

Cllr S.Curl confirmed he had contacted the parishioner who stood at the May 2015 elections, to ask if they would consider joining the Parish Council.

Cllr P.Powell asked if there could be an agenda item at the next meeting for the Parish Council to consider becoming a member of the River Gipping Trust.

The Clerk advised the quarterly audit of the Parish Council credit card was due. Cllr P.Powell agreed to undertake the review.

Cllr S.Curl suggested a parish councillor recruitment event. The Council agreed to ask for a presence at the forthcoming craft fayre, to be held at the Tithe Barn, on 7th November 2015.

Summary of Actions

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

Action: Cllr S.Curl is to consult with Mr C.Harris regarding the status of the Transport Panel.

133 FINANCE

(ii) To Consider Requests for Grants

Action: The Clerk is to forward a cheque for £200.00 to the Sproughton Senior Citizens Club.

Action: The Clerk is to request further details from Mrs J.Webb.

Action: The Clerk is to obtain a new poppy wreath and to forward a donation of £50.00 to the Royal British Legion.

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

Action: The Clerk is to submit a request for the usual DPS requirement to be dis-applied to the Tithe Barn Premises Licence.

141 ANNUAL REVIEW OF SPROUGHTON PARISH COUNCIL STANDING ORDERS AND FINANCIAL REGULATIONS

Action: The Clerk is to circulate a revised document with tracked changes.

143 BABERGH & MID SUFFOLK DISTRICT COUNCIL COMMUNITY ACHIEVEMENT AWARD SCHEME 2016

Action: The Clerk is to forward a completed nomination form.

The meeting closed at 8.55 pm.

Chairman : _____

Date: _____