

**MINUTES OF THE SPROUGHTON PARISH COUNCIL MEETING HELD AT THE BARLEY ROOM, TITHE BARN,
LOWER STREET, SPROUGHTON ON 9TH DECEMBER 2015, AT 7.30PM**

Councillors present:

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

Mrs S. Frankis, Clerk & Responsible Financial Officer

Mr I Selby, member of the public

Mrs J Webb, member of the public

169 APOLOGIES FOR ABSENCE TO BE RECEIVED

Apologies were received from David Busby, County Cllr, Barry Gasper, District Cllr and Nicholas Ridley, District Cllr.

170 TO ACCEPT MEMBERS DECLARATIONS OF INTEREST

None were received.

171 CONSIDERATION FOR DISPENSATIONS FOR A PECUNIARY INTEREST

None were received.

172 TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11TH NOVEMBER 2015

The minutes of the meeting held on 11th November 2015, having been circulated to all members, were confirmed and signed as an accurate record of the meeting.

173 REVIEW OF COUNCIL ACTIONS FROM THE PARISH COUNCIL MEETING HELD ON 11TH NOVEMBER 2015

Action: Re. minute no: 15/16 151 Cllr S.Curl is to approach Mr D. Pryce to ask if would be willing to take on the role of chairman of the Transport Panel.

Action: Re. minute no: 15/16 152 District Cllr, Nicholas Ridley is to ask Babergh District Council to forward a formal notification of the planning decision/status of the Church Lane application, to the Parish Council.

Action: Re. minute no: 15/16 161 The Clerk is to arrange a Parish Plan meeting.

All other actions had been carried out as minuted.

At the request of Cllr S.Curl, the Council agreed to consider agenda item no: 9 next.

174 FINANCE

(i) To Approve Payments and Budget Position

The statement of payments for November 2015 was approved.

The Clerk advised that Cllr S.Curl had verified the Parish Council bank and building society balances, as reported within the monthly Financial Summary reports, with the bank statements and passbook balances.

(ii) To Consider Requests for Grants

Further to the request received from Mrs J. Webb for a grant of £360.00, and free use of the Barley Room for a first aid training course for village organisations and residents, Cllr H.Davies had spoken to

her regarding the matter. With the assistance of Cllr H.Davies, Mrs Webb had revised her grant request proposal. The Council unanimously agreed to award a grant of £380.00 to Mrs Webb, to fund the St. John's Ambulance first aid course at a cost of £360.00, and the hire of the Barley Room, Tithe Barn at a cost of £20.00.

Action: The Clerk is to forward a cheque for £380.00 to Mrs Webb and issue the Tithe Barn hiring agreement forms accordingly.

Mrs Webb left the meeting.

The Clerk had circulated an email, received from the Sproughton Tennis Club, to the Council prior to the November meeting, wherein the Council was advised that the PFMC would no longer submit a S106 application on behalf of the Tennis Club. There had been confusion, at the previous Council meeting regarding which grant application had been supported by PFMC. The Clerk had established the grant application submitted by Sproughton Tennis Club, and supported by the PFMC, was for a Babergh District Council Community Grant and not for S106 funding. The Clerk advised that Sproughton Tennis Club had since been awarded a Community Grant of £6,650.82, towards the re-surfacing of the tennis courts. The Clerk advised the Parish Council had received a request from Sproughton Tennis Club asking for assistance in making a S106 application, on their behalf. The Clerk advised that Babergh District Council and SALC, had both confirmed to her that it would be legally permissible for the Parish Council to submit a S106 application, on behalf of the Sproughton Tennis Club. The Parish Council unanimously agreed to submit a S106 application to Babergh District Council, for funding towards the re-surfacing of the tennis courts.

Action: The Clerk is to liaise with Mr Samuel, Secretary to Sproughton Tennis Club, and to submit a S106 application, on behalf of Sproughton Tennis Club.

(iii) To Consider the Draft 2016-2017 Budget and Precept

The Clerk had received the 2016/2017 Tax base figures and applied them to the precept draft, as prepared by the Finance panel; she had circulated the details to the Council prior to the meeting. The Council unanimously agreed to set the 2016/2017 precept demand at £49,110.00, a reduction of 2.45% on the previous year.

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

(iv) Appointment of Internal Auditor (to agree to retain the services of SALC)

The Council unanimously agreed to retain the services of SALC, as the Parish Council internal auditor.

(v) To Consider Sector Led Body for Audit Procurement

The Parish Council unanimously agreed to participate in the Sector Led Body and so therefore will have an auditor procured for them.

(vi) To Adopt a Reserves Policy

The Council unanimously agreed to adopt the draft Reserves Policy, as drafted by the Clerk, and circulated to the Council prior to the meeting.

(vii) VAT Claim

The Clerk advised a VAT Claim for Refund of £918.86, for the period 1st April 2015 to 31st October 2015, had been submitted to HM Revenue & Customs.

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

A County Council report for December 2015 had been received from David Busby, County Cllr and circulated to the Council prior to the meeting.

Mr Selby observed that a 'half-way house' had not been suggested by the Parish Council, when considering the grant request from Mrs Webb, and so easing the way to fund other requests that may

come forward, before the financial year end; the request of £380.00 was a considerable proportion of the remaining S137 balance.

176 TRANSPORT PANEL AND RELATED TRAFFIC MATTERS

Cllr H.Davies advised she had received a report from Mr D.Lavington regarding a 'crack' in the underside of the R.Gipping bridge, Sproughton.

Cllr S.Curl advised he had received an email from Mr V.Durrant regarding the issue of mobile VAS's in Sproughton village, and asking that the matter be raised with County Cllr, David Busby.

Action: The Clerk is to forward Mr Durrant's email to County Cllr, David Busby.

177 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.

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

There were no requests to consider.

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

The Clerk advised that Babergh District Council had returned the Parish Council's application for the disapplication for the requirement for a DPS, as further information was required. Cllr H.Davies agreed to look at the requirements.

Action: Cllr H.Davies is to consider the disapplication for the requirement for a DPS.

180 CHILDREN'S PLAY AREA

Cllr P.Powell advised he is due to meet with the Wickstead area representative to consider any necessary works to the play area, on Monday, 14th December 2015.

181 P.F.M.C. ITEMS FOR CONSIDERATION, INCLUDING PFMC SPC REPRESENTATIVE MEMBER

There were no updates to report.

182 REVIEW OF THE PARISH COUNCIL RISK ASSESSMENT DOCUMENT

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

183 PARISH PLAN/FRINGE NEIGHBOURHOOD PLAN

Cllr H.Davies suggested that as Ipswich Borough Council is working with Babergh District Council to progress a development plan for the Ipswich Fringe, so fringe parishes may work together to develop a fringe plan. She proposed raising the proposal with fringe parishes in order to ascertain their interest in a Fringe Parish Plan.

184 TO ADOPT A MEDIA POLICY

There were no updates to report.

185 TO AGREE A POLICY ON THE USE OF PARISH COUNCIL RESOURCES (TABLES ETC.) FOR NON PARISH COUNCIL EVENTS

There were no updates to report.

186 TO CONSIDER USE OF THE BARLEY ROOM BY THE RIVER GIPPING TRUST MEMBERSHIP

Cllr P.Powell suggested that as the River Gipping Trust (RGT) has no regular meeting place, the Parish Council should offer the use of the Barley Room free of charge. In order that a precedence would not be set for free use of a Parish Council asset, the Council agreed the RGT should consider alternative parish revenues along the route of the R.Gipping, and should they wish to use the Barley Room, they would need to apply to the Parish Council for a S137 grant.

187 TO CONSIDER THE FUTURE OF THE FRINGE PARISH GROUP

Cllr H.Davies considered the fringe parishes had worked well together regarding the proposed Wolsey Grange planning application and, that as they had shown great support to Sproughton Parish Council, so the Parish Council should assist them in return, if so required. She considered that if the group is actively working on a subject, meetings should be held monthly otherwise every six months, in order to provide updates on key issues for each parish.

Cllr S.Curl proposed the Clerk should be remunerated for the additional hours she worked for the Fringe Parish Group.

188 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 13th January 2016, at the Barley Room, Tithe Barn, Lower Street, Sproughton.

189 MATTERS RAISED BY MEMBERS

Cllr P.Powell proposed a letter of thanks be sent to Margaret Renault for her assistance with the Parish Council's submission of comments to Babergh District Council, regarding the proposed Wolsey Grange application.

Action: Cllr P.Powell is to draft a letter of thanks to forward to the Clerk.

The Clerk advised she had received a donation, in cash, from the U3A group, as a token of thanks for their Tithe Barn visit and presentation. She advised that as Mr S.Lavington had played a key role in assisting her, she had shared the donation of £60.00 equally between the Tithe Barn, and the Community Shop.

Summary of Actions

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(iii) To Consider the Draft 2016-2017 Budget and Precept

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176 TRANSPORT PANEL AND RELATED TRAFFIC MATTERS

Action: The Clerk is to forward Mr Durrant's email to County Cllr, David Busby.

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189 MATTERS RAISED BY MEMBERS

Action: Cllr P.Powell is to draft a letter of thanks to forward to the Clerk.

The meeting closed at 8.40 pm.

Chairman : _____

Date: _____