

**MINUTES OF THE SPROUGHTON PARISH COUNCIL MEETING HELD AT THE BARLEY ROOM, TITHE BARN,
LOWER STREET, SPROUGHTON ON 13TH JANUARY 2016, AT 7.30PM**

Councillors present:

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

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

- 190 APOLOGIES FOR ABSENCE TO BE RECEIVED
Apologies were received from Barry Gasper, District Cllr and Nicholas Ridley, District Cllr, for his expected late arrival.
- 191 TO ACCEPT MEMBERS DECLARATIONS OF INTEREST
None were received.
- 192 CONSIDERATION FOR DISPENSATIONS FOR A PECUNIARY INTEREST
None were received.
- 193 TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 9TH DECEMBER 2015
The minutes of the meeting held on 9th December 2015, having been circulated to all members, were confirmed and signed as an accurate record of the meeting.
- 194 REVIEW OF COUNCIL ACTIONS FROM THE PARISH COUNCIL MEETING HELD ON 11TH NOVEMBER 2015
Action: Re. minute no: 15/16 179 Cllr H.Davies is to consider the disapplication for the requirement for a Tithe Barn DPS.
All other actions had been carried out as minuted.
- 195 TO CONSIDER CO-OPTION TO FILL SPROUGHTON PARISH COUNCILLOR VACANCY
The Parish Council unanimously agreed to co-opt Mr Iain Selby, of 16 Gipping Way, Sproughton as a member of Sproughton Parish Council. Mr Selby completed a Declaration of Acceptance of Office and duly joined the meeting.
Action: The Clerk is to notify Babergh District Council that Mr Selby has been co-opted to Sproughton Parish Council.
- 196 PUBLIC FORUM/PARTICIPATION, INCLUDING REPORTS FROM THE COUNTY AND DISTRICT COUNCILLORS
David Busby, County Cllr advised he had received a request from Sproughton Tennis Club for a grant towards the re-surfacing of a tennis court; he advised he is likely to offer a grant of £1k. He advised that he had this evening been invited to visit Sproughton Church Hall and to learn of the plans for a front extension and refurbished toilets. The project costs will incur VAT duty of approximately £8k; he asked if the Parish Council would be able to reclaim the VAT on behalf of the Church. The Clerk advised it would be illegal to do so.

The Council referred to the September 2015 meeting held with Russell Williams and David Ellesmere, of Ipswich Borough Council, regarding the future of the former sugar beet site. In consideration of the recent announcement, in the press, that the site is to be developed as an Enterprise Zone, the Council agreed to contact Ipswich Borough Council and to request a status update.

Action: The Clerk is to contact Russell Williams and David Ellesmere, of Ipswich Borough Council.

197 TRANSPORT PANEL AND RELATED TRAFFIC MATTERS

There were no updates to report.

198 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.

David Busby, County Cllr advised the Copdock Park & Ride scheme is under threat of closure.

7.45pm David Busby, County Cllr left the meeting.

199 FINANCE

(i) To Approve Payments and Budget Position

The statement of payments for December 2015 was approved.

The Clerk advised that Cllr H.Davies 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

There were no requests to consider.

(iii) Quarterly Credit Card Audit and Mid-Year Accounts Ledger Audit Due

Cllr P.Powell agreed to undertake the quarterly credit card audit. Cllr S.Curl agreed to undertake the mid-year accounts ledger audit.

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

There were no requests to consider.

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

Cllr K.Barwick asked if the Council had undertaken the task of finding a replacement for the Tithe Barn warden. The Clerk advised she continues to await a formal commitment from the current warden of her future intentions, despite repeated requests.

Action: The Clerk is to request a formal commitment from the Tithe Barn warden of her future intentions.

202 CHILDREN'S PLAY AREA

Cllr P.Powell advised he had met with the Wickstead area representative, who has forwarded to him, an itemised quote for works to address the issues raised in the 2015 Play Area Inspection Report, of £8,717.00. The Council agreed additional quotes should be sought and alternative schemes of repair need to be considered. Cllr P.Powell agreed to continue to work on the project.

7.55pm Nicholas Ridley, District Cllr arrived at the meeting.

- 203 PUBLIC FORUM/PARTICIPATION, INCLUDING REPORTS FROM THE COUNTY AND DISTRICT COUNCILLORS
 Nicholas Ridley, District Cllr advised the Babergh District Council 2016/2017 budget will be balanced by increasing the district council element of the Council Tax by 3.5%. He advised the Babergh District Council Core Strategy planning policies continue to be debated; CS11 appears to be an 'open sesame' policy for developers to interpret as they wish. However it is unlikely that Babergh District Council will re-visit the document.
- 204 P.F.M.C. ITEMS FOR CONSIDERATION, INCLUDING PFMC SPC REPRESENTATIVE MEMBER
 The Parish Council had received an email from Mr D. Lavington, chairman of the P.F.M.C., asking for clarification as to the reasons why a S106 grant funding support decision has been made by the Parish Council in favour of Sproughton Tennis Club.
Action: Cllr S.Curl us to draft a response and circulate it to the Council for consideration, before the Clerk forwards the final response to Mr D. Lavington.
- 205 REVIEW OF THE PARISH COUNCIL RISK ASSESSMENT DOCUMENT
 The Clerk advised a risk assessment had been completed for Parish Council organised beer festivals; the document has been added to the 2015 Risk Management document.
- 206 PARISH PLAN/FRINGE NEIGHBOURHOOD PLAN
 There were no updates to report.
- 207 TO ADOPT A MEDIA POLICY
 Cllr H.Davies had circulated a draft document to the Council, prior to the meeting.
- 208 TO AGREE A POLICY ON THE USE OF PARISH COUNCIL RESOURCES (TABLES ETC.) FOR NON PARISH COUNCIL EVENTS
 There were no updates to report.
- 209 COUNCILLOR AND PROPER OFFICER ROLES & RESPONSIBILITIES, INC. CONSIDERATION OF COUNCILLOR OWNERSHIP OF MATTERS
 Following his recent experience with the River Gipping Trust, Cllr P.Powell considered that if a councillor is dealing with a specific project, then all associated matters should come via that councillor, and no other person should be involved. The Clerk reminded the Council that there will always be particular matters that have to be dealt with by the Proper Officer of the Council. The Council agreed that specific projects should be nominated to a lead councillor, who would be named, and that the named councillor would then liaise with the Clerk.
- 210 TO CONSIDER THE TERMS OF THE SPROUGHTON COMMUNITY SHOP C.I.C.'S OCCUPATIONAL LICENCE FOR THE PERIOD 1ST APRIL 2016 TO 31ST MARCH 2017
Action: The Clerk is to request a copy of the Sproughton Community Shop C.I.C.'s year end accounts, in order that the Council can begin the process of drafting a licence.
- 211 TO AGREE THE TIMES, DATES AND VENUES OF THE PARISH COUNCIL MEETINGS, THE PARISH COUNCIL PLANNING COMMITTEE MEETINGS FOR THE PERIOD APRIL 2016 TO MARCH 2017, AND THE ANNUAL PARISH MEETING
 The draft lists of proposed meeting dates, as circulated to the Council prior to the meeting, were agreed.
Action: The Clerk is to circulate the lists of dates to David Busby, County Cllr, Nicholas Ridley, District Cllr, Barry Gasper, District Cllr, and Pc Tyrell.

212 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 10th February 2016, at the Barley Room, Tithe Barn, Lower Street, Sproughton.

213 MATTERS RAISED BY MEMBERS
Cllr P.Powell advised he had circulated a report of the meeting he had attended regarding PCSO Match Funding.
Cllr H.Davies advised it had not been possible to remove the zip drives from the Parish Council's old PC, and that the hard drive had been removed. The PC will now be destroyed.
The Clerk advised she had contacted the Community Payback Scheme, asking that the verges alongside the C442, Sproughton Road be cleared of rubbish. Cllr S.Curl advised Suffolk County Council Highways should be notified when the work is to be undertaken.

Summary of Actions

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Action: The Clerk is to request a formal commitment from the Tithe Barn warden of her future intentions.

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Action: Cllr S.Curl us to draft a response and circulate it to the Council for consideration, before the Clerk forwards the final response to Mr D. Lavington.

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The meeting closed at 8.45 pm.

Chairman : _____

Date: _____

