

**MINUTES OF THE SPROUGHTON PARISH COUNCIL MEETING HELD AT THE BARLEY ROOM, TITHE BARN,
LOWER STREET, SPROUGHTON ON 10TH FEBRUARY 2016, AT 7.33PM**

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

Barry Gasper, District Cllr

214 APOLOGIES FOR ABSENCE TO BE RECEIVED

None received.

215 TO ACCEPT MEMBERS DECLARATIONS OF INTEREST

Cllr H.Davies declared an interest regarding the re-visit by Babergh District Council of the proposed Wolsey Grange development.

216 CONSIDERATION FOR DISPENSATIONS FOR A PECUNIARY INTEREST

The Clerk advised she had received requests for a dispensation for a pecuniary interest from Cllr H.Davies and Cllr I.Selby. The Clerk proceeded to grant the dispensations to Cllr H.Davies and Cllr I.Selby to allow them 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 notify Cllr H.Davies and Cllr I.Selby they have been granted dispensations.

217 TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 13TH JANUARY 2016

The minutes of the meeting held on 13th January 2016, having been circulated to all members, were confirmed and signed as an accurate record of the meeting.

218 REVIEW OF COUNCIL ACTIONS FROM THE PARISH COUNCIL MEETING HELD ON 13TH JANUARY 2016

Action: Re. minute no: 15/16 194 Cllr H.Davies is to consider the disapplication for the requirement for a Tithe Barn DPS.

Re. minute no: 15/16 201 The Clerk advised the Parish Council had received a note of resignation from the Tithe Barn warden.

All other actions had been carried out as minuted.

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

David Busby, County Cllr advised there will be a 0% increase of the County Council budget plus the introduction of a new 2% precept for a social care budget. He advised he has agreed to offer Sproughton Tennis Club a grant towards the re-surfacing of a tennis court.

Nicholas Ridley, District Cllr advised there will be a Babergh District Council council tax, Band D, £5 increase for 2016/17. He advised the possibility of the introduction of car parking charges in Hadleigh and Sudbury had disappeared for the time being. Cllr N.Ridley referred to the re-visit of the Babergh

District Council Planning Committee to planning application no: B/15/00993; he expressed his disbelief at how the Committee of 25 November 2015 resolved to refuse the application by a vote of 7/6 and how a new ad hoc Committee voted unanimously in favour of approving the 'same' application.

Barry Gasper, District Cllr considered the process undertaken by Babergh District Council by which they re-visited application no: B/15/00993 was not transparent, and considered the ad hoc Committee had been 'handpicked'. He was of the view that the Babergh District Council business plans were inconsistent methods by which to improve income, and that if the Council were being managed as a private business, overheads would need to be reduced. Cllr B.Gasper considered the Babergh District Council and budget are both in disarray and that both issues should be properly investigated.

220 TRANSPORT PANEL AND RELATED TRAFFIC MATTERS

There were no updates to report.

221 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.

222 FINANCE

(i) To Approve Payments and Budget Position

The statement of payments for January 2016 was approved.

Cllr I.Selby 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

The Council had received a request for a grant from SARS; the Council unanimously agreed to offer a grant of £250.00 to SARS.

Action: The Clerk is to forward a cheque for £250.00 to SARS.

The Council had received a request for a grant from 1st Sproughton Brownies; the Council unanimously agreed to offer a grant of £250.00 to 1st Sproughton Brownies.

Action: The Clerk is to forward a cheque for £250.00 to 1st Sproughton Brownies.

The Council unanimously agreed to vire £307.00 was the precept heading 'Election Costs Fund' to the precept heading 'S137'.

(iii) To Receive the Findings of the Quarterly Credit Card Audit and Mid-Year Accounts Ledger Audit Due

Cllr P.Powell advised there were no issues to raise.

Cllr S.Curl advised there were no accounting errors to report however his undertaking had highlighted;

(a) the need to record the method of payment of direct debits in the accounting ledger and (b) the need to record in the accounting ledger the details of BACS payments received.

(iv) To Agree to Vire £1,329.58 from 'Adjustment to Reflect Taxbase' Precept Heading to 'Clerk's Salary'

The Council unanimously agreed to vire £1,329.58 from the 'Adjustment to Reflect Taxbase' precept heading to 'Clerk's Salary' precept heading.

(v) To Receive the Annual Review of Internal Audit and Systems of Internal Control 2016

The review had been undertaken by the Clerk and the findings presented to the Council. The Council unanimously agreed to accept the findings of the review as follows;

- 1) To consider a long-term investment of the Tithe Barn Thatch Reserve Fund in order to achieve a better investment return on the funds;
- 2) To continue to regularly review the effectiveness of the Parish Council arrangements to protect Council financial assets.

(vi) To Agree Clerk's Remuneration for Fringe Parish Work, and to Vire Accordingly

The Council unanimously agreed to remunerate an additional twelve hours worked by the Clerk in association with Fringe Parishes work undertaken up to 15 December 2015.

The Council unanimously agreed to vire £138.54 from the precept heading 'Training' to the precept heading 'Clerk's Salary'.

223 TO CONSIDER REQUESTS FOR MEMORIALS AT THE BURIAL GROUND AND RELATED MATTERS, INCLUDING TREE WORKS

There were no requests for memorials to consider.

Re. minute no: 14/15 169 (ii), Oakdene Tree Services had made a further inspection of the mature false acacia tree and had put forward two options a) a crown reduction be undertaken at a cost of £1,092.00; b) the tree be removed at a similar cost. The Council agreed to re-consider the issue in twelve months.

Oakdene Tree Services had undertaken an inspection of a Purple Leaf Plum tree to the right hand side of the Burial Ground and had found it to be dead. Oakdene Tree Services had submitted a quote of £350.00 to remove the tree. The Council mandated the Clerk to seek the best price for the removal of the Purple Leaf Plum tree from the Burial Ground, and to arrange for the works to be undertaken.

Action: The Clerk is to obtain the best price for the removal of the Purple Leaf Plum tree, and to arrange for the works to be undertaken.

224 TO RECEIVE THE REPORT OF THE TITHE BARN PANEL AND RELATED MATTERS, INCLUDING CONSIDERATION OF PERIODIC CONDITIONS INSPECTION – 5 YEARLY INSPECTION AND REVIEW OF HIRING RATES

The Clerk advised the five yearly electrical conditions inspection was due; the Council unanimously agreed the inspection should be undertaken.

Action: The Clerk is to arrange for an electrical conditions inspection to be undertaken.

Cllrs S.Curl, H.Davies, I.Selby and the Clerk agreed to undertake a review of the Tithe Barn hiring charges.

Action: Cllrs S.Curl, H.Davies, I.Selby and the Clerk are to meet to consider a review of the Tithe Barn hiring charges.

Cllr S.Curl advised he had drafted an advert for the position of Tithe Barn warden for inclusion in the In Touch magazine, referencing the possibility of a 'job-share'.

225 CHILDREN'S PLAY AREA

Cllr P.Powell advised he continues to obtain alternative quotes for the repair works. The Council agreed to wait until quotes have been received for all the works rather than repairs being undertaken separately.

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

Cllr H.Davies advised she had attended the last PFMC meeting, when 'Project Chrysalis' was briefly discussed. She understood that some funding is in place, in principle but that there is no timescale in place at this time.

The Clerk advised she had received a request from Sroughton Tennis Club, that the Parish Council did not pursue a S106 application on their behalf. It was the understanding of the Tennis Club that the PFMC would withdraw their support for the Community Grant application for funds for the re-surfacing of the tennis courts, if the S106 application was not withdrawn.

Cllr I.Selby advised he had attended a number of PFMC meetings, in his capacity as a member of the Sroughton Bowls Club; PFMC chairman, Mr D.Lavington has advised Cllr I.Selby not to attend the meetings in future as he is now a Parish Councillor.

- 227 REVIEW OF THE PARISH COUNCIL RISK ASSESSMENT DOCUMENT
The Council continues to undertake a review of the risk assessment document.
- 228 PARISH PLAN/FRINGE NEIGHBOURHOOD PLAN
Cllr S.Curl advised he had received a telephone call from a member of the East Bergholt Neighbourhood Plan Group regarding their aspirations to formulate a Fringe Neighbourhood Plan. Cllr S.Curl had asked that the proposals be forwarded to the Parish Clerk.
- 229 TO ADOPT A MEDIA POLICY
The Council unanimously agreed to adopt the Communication & Social Media Policy, as circulated to the Council prior to the meeting.
- 230 TO AGREE A POLICY ON THE USE OF PARISH COUNCIL RESOURCES (TABLES ETC.) FOR NON PARISH COUNCIL EVENTS
The Council agreed to re-visit the matter if it became necessary in the future.
- 231 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
The Clerk advised she has made a request to meet with a shop director; she continues to await a meeting date.
- 232 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 9th March 2016, at the Barley Room, Tithe Barn, Lower Street, Sproughton.
- 233 MATTERS RAISED BY MEMBERS
Cllr H.Davies advised Cllr D.Busby had expressed an interest in the Babergh District Council response to the letter sent by Prettys, on behalf of Sproughton Parish Council.
Cllr P.Powell advised the Parish Council had been unsuccessful with its bid for a defibrillator.
The Clerk advised the Parish Council nomination for the Sproughton Community Shop C.I.C. volunteers to receive a Babergh District Council Community Achievement Award 2016, had been successful.

Summary of Actions

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Action: The Clerk is to arrange for an electrical conditions inspection to be undertaken.

Action: Cllrs S.Curl, H.Davies, I.Selby and the Clerk are to meet to consider a review of the Tithe Barn hiring charges.

The meeting closed at 8.37 pm.

Chairman : _____

Date: _____