

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

Barry Gasper, District Cllr

1 APOLOGIES FOR ABSENCE TO BE RECEIVED

None received.

2 TO ACCEPT MEMBERS DECLARATIONS OF INTEREST

Cllr S.Curl, Cllr K.Barwick, Cllr H.Davies, Cllr P.Powell and Cllr I.Selby advised they had been granted a dispensation which allowed 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.

3 CONSIDERATION FOR DISPENSATIONS FOR A PECUNIARY INTEREST

There were none to consider.

4 TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 9TH MARCH 2016

The minutes of the meeting held on 9th March 2016, having been circulated to all members, were confirmed and signed as an accurate record of the meeting.

5 REVIEW OF COUNCIL ACTIONS FROM THE PARISH COUNCIL MEETING HELD ON 9TH MARCH 2016

Action: Re. minute no: 15/16 250 Cllr H.Davies advised she has drafted alterations to the original disapplication for the requirement for a Tithe Barn DPS form of 5th November 2015, which she will forward to the Clerk, for submission to Babergh District Council.

Re. minute no: 15/16 250 Cllrs S.Curl, H.Davies, I.Selby and the Clerk had agreed to meet on 7th April 2016, to undertake a review of the Tithe Barn hiring charges, however the meeting did not take place. Arrangements will be made for the meeting to be held in the near future.

Re. minute no: 15/16 256 Copdock & Washbrook Parish Council had advised they would be unable to provide any financial assistance; no other responses had been received.

Re. minute no: 15/16 262(ii) The Clerk advised no response had been received from the Reading Room Trust.

Re. minute no: 15/16 269 The Clerk advised the Sproughton Community Shop C.I.C. had not returned a signed copy of the 2016/17 Occupational Licence.

6 TO CONFIRM AND SIGN THE MINUTES OF THE EXTRAORDINARY PARISH COUNCIL MEETING HELD ON 21ST MARCH 2016

The minutes of the meeting held on 21st March 2016, having been circulated to all members, were confirmed and signed as an accurate record of the meeting.

7 REVIEW OF COUNCIL ACTIONS FROM THE EXTRAORDINARY PARISH COUNCIL MEETING HELD ON 21ST MARCH 2016

Cllr S.Curl, Cllr P.Powell & the Clerk had met with Sproughton Community Shop C.I.C. directors Richard Howard and Sally Sparrow on 6th March 2016; no comments or response had been received.

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

David Busby, County Cllr advised the East Anglia THREE proposal will go to Cabinet for consideration next week. He advised the 'Fire' consultation had now closed but the results were not yet available. He advised he has a meeting with the Parish Council solicitor, Prettys on 18th April 2016, when he will provide a 'witness statement' of the Babergh District Council Planning Committee meeting of 25th November 2015. He referred to the 'Community Led Plan' adopted by Copdock & Washbrook Parish Council and urged the Parish Council to consider drafting a plan of its own. He has asked Copdock & Washbrook clerk to forward a copy of the final version of their plan to the Parish Council, in order that it may be adapted for our own use.

7.50pm Barry Gasper, District Cllr arrived at the meeting.

Nicholas Ridley, District Cllr advised the Babergh District Council S.H.L.A.A. (Strategic Housing Land Availability Assessment) will be considered by Strategy and then go out for consultation. The assessment includes a number of areas of land within Sproughton, including land owned by the Felix Thornley Cobbold Trust, adjacent to the B1113, Hope Farm, Sproughton. He indicated that land would have been included in the assessment if put forward by the owner.

Action: The Clerk is to contact the agents for the Felix Thornley Cobbold Trust to ask for confirmation that they put the land forward for allocation and assessment, and to confirm the intentions of the Trust regarding the future of the land.

Barry Gasper, District Cllr advised the Scrutiny Committee members, including himself, have raised concerns regarding the Babergh District Council budget and budget forecasts, despite Babergh District Council officers considering otherwise. He believes this to be yet another example of the poor conduct and another issue of concern regarding the District Council. He considers there are governance issues within the District Council with members who have pecuniary interests not conducting themselves appropriately; he continues to move the question through the proper channels in order to get a response to the concerns he has raised and the issues he wants to be addressed.

Nicholas Ridley, District Cllr advised that without the News Home Bonus, Babergh District Council would not be able to balance its books. Cllr S.Curl asked that Babergh District Council inform the community how reliant it is on the Bonus.

9 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.

10 FINANCE

(i) To Approve Payments and Budget Position

The statement of payments for March 2016 was approved.

(ii) To Consider Requests for Grants

A request had been received from Sproughton Events asking the Parish Council to underwrite the cost of insurance of the village fete, to be held on 26th June 2016, in the event that poor weather on the day affects attendance and takings; the loan of Tithe Barn tables and chairs, for use on the Millennium

Green, the loan of the Tithe Barn tea urn, use of the large 'A' frame and blackboard, and use of the Tithe Barn toilets.

The Council referred to the resolution of 2015, whereby it was agreed to underwrite the event if affected by poor weather; as this year's event is secure, it would actually be the 2017 event that could be affected, and so consideration for any request would not be necessary at this time, ie post the 2016 fete; the Council agreed to loan the Tithe Barn tables and chairs, and tea urn for use at the event; the ownership of the 'A' frame has been offered to the Community Shop, with a proviso that it not be used by third parties, (the Council agreed to re-consider the request for the use of the 'A' frame, should the Community Shop decline the offer); the Council agreed the toilets could be used for the event but as this would incur a cost to the Parish Council, use would come with a proviso that Sproughton Events clean them after the event and restock accordingly.

(iii) To Consider the Long-Term Investment of the Tithe Barn Thatch Funds

Cllr H.Davies had undertaken an investigation of the investment options available. As there appeared to be no viable, long term investment opportunities, the Council unanimously agreed to 'shelve' the idea.

(iv) To Agree the Parish Council Statement of Accounts as at 31st March 2016

The Statement of Accounts as at 31st March 2016 had been circulated to the Council, prior to the meeting, and were agreed.

(v) To Agree the Annual Return for the Year Ending 31st March 2016

The Council unanimously agreed the Annual Return should be duly signed and forwarded to the external auditor.

(vi) VAT Reclaim

The Clerk advised she had submitted a VAT reclaim for £11410.74.

(vii) To Adopt Revised Financial Regulations

The Clerk had circulated draft, revised Financial Regulations to the Council prior to the meeting, which included the updates published by NALC, F01E-16. The Council unanimously agreed to adopt the revised Financial Regulations.

(viii) To Receive the Internal Control Statement for the Year Ending 31st March 2016

The Internal Control Statement for the Year Ending 31st March 2016 had been circulated to the Council prior to the meeting, and duly received.

(ix) Unity Trust Bank Account – New Terms & Conditions

The Clerk advised that Unity Trust Bank will be introducing a new Service Tariff of £6 per month, and ceasing to pay credit interest on current accounts, as from 4th June 2016. The Council unanimously agreed to close the Parish Council Unity Trust Bank account, to open an account with the Nationwide and to transfer the funds accordingly.

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

There were no requests to consider.

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

Cllr H.Davies advised she is organising a Tithe Barn Panel meeting.

The Clerk advised Jane Draper will continue in her role as warden until the end of May 2016, and that someone has come forward expressing an interest in being considered for the post.

The Clerk advised the 5 yearly Electrical Installation Condition inspection had been undertaken and the subsequent report received. The findings will be considered by the Tithe Barn Panel.

13 CHILDREN'S PLAY AREA

There were no updates to report.

- 14 P.F.M.C. ITEMS FOR CONSIDERATION, INCLUDING PFMC SPC REPRESENTATIVE MEMBER
 Cllr H.Davies advised she had attended a meeting of the PFMC, held on 4th April 2016; she had circulated her notes of that meeting to the Council, prior to the meeting.
 Cllr S.Curl asked her to establish if the PFMC meetings were public meetings, and if so how they were advertised.
Action: Cllr H.Davies is to establish if the PFMC meetings are public meetings, and if so how they are advertised.
- 15 REVIEW OF THE PARISH COUNCIL RISK ASSESSMENT DOCUMENT
 The Clerk advised that she and Mr J.Kitson have completed the review of the Tithe Barn Fire Risk Assessment. The findings of the review had been circulated to the Council prior to the meeting. The Clerk agreed to address the findings of the review.
- 16 TO AGREE TO UNDERWRITE THE 2016 SPROUGHTON BEER FESTIVAL
 The Council unanimously agreed to underwrite the beer festival by £6,449.00.
- 17 TO CONSIDER APPOINTMENT OF SPROUGHTON PARISH COUNCIL COMMUNITY SHOP REPRESENTATIVE
 The Council agreed to ask Sproughton Community Shop C.I.C. if they would like a Parish Council representative to attend their meetings, as a point of liaison.
Action: The Clerk is to write to Sproughton Community Shop C.I.C..
- 18 TO CONSIDER 2016 LOCAL HERO AWARD RECIPIENT
 The Parish Council unanimously agreed to award the 2016 Local Hero Award to Mr Clive Harris and Mr John Foster for their assistance to the Parish Council regarding the recent works undertaken associated with the proposed Wolsey Grange planning application.
- 19 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 May 2016, at the Barley Room, Tithe Barn, Lower Street, Sproughton.
- 20 MATTERS RAISED BY MEMBERS
 Cllr H.Davies suggested tea & biscuits be served at the forthcoming Annual Parish meeting and advertised accordingly.

Summary of Actions

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

Action: The Clerk is to contact the agents for the Felix Thornley Cobbold Trust to ask for confirmation that they put the land forward for allocation and assessment, and to confirm the intentions of the Trust regarding the future of the land.

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

Action: Cllr H.Davies is to establish if the PFMC meetings are public meetings, and if so how they are advertised.

17 TO CONSIDER APPOINTMENT OF SPROUGHTON PARISH COUNCIL COMMUNITY SHOP REPRESENTATIVE

Action: The Clerk is to write to Sproughton Community Shop C.I.C..

The meeting closed at 8.55pm.

Chairman : _____

Date: _____