

**MINUTES OF THE SPROUGHTON PARISH COUNCIL MEETING HELD AT THE BARLEY ROOM, TITHE BARN, LOWER STREET, SPROUGHTON ON 19<sup>TH</sup> OCTOBER 2016, AT 7.50PM**

Councillors present

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

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

100 APOLOGIES FOR ABSENCE TO BE RECEIVED

The Council resolved to accept the apologies received from Cllr K.Barwick, for his absence due to a personal commitment.

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

101 TO ACCEPT MEMBERS DECLARATIONS OF INTEREST

Cllr S.Curl, Cllr H.Davies, Cllr P.Powell and Cllr I.Selby advised they had been granted dispensations 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.

Cllr P.Powell advised he had been granted a dispensation which permitted him to take part in any discussions and decisions relating to the anticipated development by Ipswich Borough Council of the former British Sugar site (Sugar Beet Factory).

102 CONSIDERATION FOR DISPENSATIONS FOR A PECUNIARY INTEREST

There were no to consider.

103 TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 14<sup>TH</sup> SEPTEMBER 2016

The minutes of the meeting held on 14<sup>th</sup> September 2016, having been circulated to all members, were confirmed and signed as an accurate record of the meeting.

104 REVIEW OF COUNCIL ACTIONS FROM THE PARISH COUNCIL MEETING HELD ON 14<sup>TH</sup> SEPTEMBER 2016

Re. minute no. 16/17 87 Cllr S.Curl advised the proposed works, planned by Highways England, have been put on hold and revised plans are to be forthcoming.

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

District Cllr Ridley advised that Babergh and Mid Suffolk District Councils had voted in favour of relocating to Endeavour House, Ipswich; it is probable the move will have taken place by Easter 2017. It is likely that front offices will exist within both districts. The formal 'devolution' response is predicted to be approved and the CEO appointment is expected to be fulfilled by 20<sup>th</sup> October 2016.

Cllr H.Davies asked if Suki Binjal continues to be the Babergh District Council Monitoring Officer; District Cllr Ridley confirmed that she is currently the 'acting' Monitoring Officer.

Cllr S.Curl raised concerns regarding the proposed move by Babergh and Mid Suffolk District Councils to Endeavour House, Ipswich and the potential loss of local contact for parishioners. He asked if using places such as the Barley Room, Tithe Barn, as weekly or monthly drop-in surgeries could be considered.

- 106 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.
- 107 FINANCE  
(i) To Approve Payments and Budget Position  
The statement of payment for September August 2016 was approved.  
The Clerk advised that 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 considered two requests for grants.  
A request for a grant had been received from Sproughton Senior Citizens 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 Sproughton Senior Citizens Club.**  
A request had been received from Sproughton Parochial Church Council (S.P.C.C.) for a grant of £3k towards the cost of the final phase of development of the Church Hall. The Council unanimously agreed to support S.P.C.C. with a grant offer of £1k, subject to the remaining project funds being secured and the works contract commencing; the Council would like to encourage S.P.C.C. to approach other village community groups, able to offer grants, for further funding.  
The Council agreed to reserve £1k in a specific S137 reserve account to be offered to S.P.C.C. subject to conditions being met; the Council unanimously agreed to vire £200.00 from the precept heading QEII Birthday Celebrations to S137 and to then transfer £1k from the 2016/17 precept heading S137 to a specific S137 reserve fund.  
**Action: The Clerk is to notify S.P.C.C. of the Council's grant offer of a £1k.**  
**Action: The Clerk is to transfer £1k from precept heading S137 to a specific S137 reserve account.**
- (iii) To Agree to Vire £500.00 from Play Area Reserve Account to the General Fund  
The Council agreed to vire £500.00 from the Play Area Reserve Account to the General Fund, Play Area.
- (iv) To Agree to Vire £1,160.00 from Reserve Accounts to the General Fund, Legal Fees  
The Council unanimously agreed to vire £1,024.95 from the Babergh District Council Discretionary Grant Reserve Account to the General Fund, Legal Fees and to vire £135.05 from QEII Birthday Celebrations precept heading to Legal Fees.
- (v) To Consider the 2017/2018 Budget and Precept  
A draft budget had been circulated to the Council prior to the meeting. Cllr S.Curl advised the Finance Panel had prepared a draft budget of £56,820 and precept of £49,060 but due to variables not having yet been set by Babergh District Council, final figures could not be set at this time.
- (vi) VAT Claim for Refund  
The Clerk advised a claim had been submitted for £1,173.85.
- 108 TO CONSIDER REQUESTS FOR MEMORIALS AT THE BURIAL GROUND AND RELATED MATTERS  
The Council unanimously agreed to grant permission for a memorial to be erected in memory of the late Mr Bernard Crosby.
- 109 TITHE BARN MATTERS, INCLUDING ENERGY CONTRACT RENEWAL  
Cllr H.Davies advised that Cllr S.Curl was to research possible flood prevention measures and courtyard drainage solutions. It was agreed to investigate the benefits of a soakaway but in the meantime, to consider installing 'flood boards' to the Barley Room external door.  
**Action: Cllr S.Curl is to investigate the installation of 'flood boards' to the Barley Room external door.**

The Tithe Barn electrical contract, with Scottish Power, is due for renewal; the Clerk had circulated the details of renewal options to the Council prior to the meeting. The Council unanimously agreed to accept the two year fixed plan quote offered by E.on.

**Action: The Clerk is to accept the two year fixed plan quote offered by E.on. The shop will be notified of the change.**

The Clerk advised she had received a quote to treat the Tithe Barn thatch valley areas with an antifungal spray. The Council unanimously agreed to accept the quote of £45.00 for the works to be undertaken.

**Action: The Clerk is to accept the quote received from S.R.Clarke.**

Cllr H.Davies asked for a progress report regarding the training of the new Tithe Barn warden and deputies. The Clerk advised training had been provided this evening and that it was her intention to arrange for all wardens to 'shadow' her when undertaking Tithe Barn duties over the next couple of weeks.

Cllr S.Curl declared a pecuniary interest.

110 CHILDREN'S PLAY AREA

Cllr P.Powell advised he and Mike Herbert had carried out the wet pour repairs. He had carried out some repairs to the tractor and will continue to complete the project.

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

There were no updates.

112 TO RECEIVE THE REPORT OF THE COMMUNITY SHOP LIAISON COUNCILLOR AND RELATED MATTERS

Cllr P.Powell advised the shop had decided not to offer a bid to supply the 2017 Sproughton Beer Festival with food items but to keep the shop open and to sell food themselves; they will not be selling alcohol.

113 DEFIBRILLATOR

Cllr P.Powell advised a community liaison paramedic had made a presentation to the Parish Council. He advised that the ambulance service procurement officer may be able to provide a quote for a unit, at cost price. The approximate cost of a cabinet unit, key code and pads would be £1,275.00, with an expected lifespan of ten to twelve years. The Council unanimously agreed to set a budget of £1,500.00 for procurement. The Council unanimously agreed to vire £1,500.00 from the Green Sproughton reserve fund to a defibrillator reserve fund.

**Action: Cllr P.Powell is to arrange to meet with Martin C.Gilbert Ltd to consider installation options.**

Cllr I.Selby proposed providing fridge magnets for households which would provide details of where the defibrillator was and its usage.

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

The Clerk had undertaken a review of the Parish Council Standing Orders and Financial Regulations. There were no amendments due and so the Council unanimously agreed to re-adopt the existing documents.

115 TO CONSIDER SLCC SUBSCRIPTION RENEWAL

The Council unanimously agreed not to renew the SLCC subscription.

116 WEB HOST

The Clerk advised that Suffolk County Council will cease to be the provider of the onesuffolk service and that Community Action Suffolk (CAS) will become the new provider; the annual charge will be £50 +VAT. The Council unanimously agreed to register to stay with the onesuffolk service.

117 SHELAA

Cllr H.Davies referred to the Sproughton elements and advised a number of related questions had arisen. She asked District Cllr Ridley if he had seen an updated version. He explained the 'Call for Sites' had closed and that the next stage of the process is to decide which sites are included in the Local Plan. Cllr H.Davies asked how she might obtain updated information; District Cllr Ridley suggested she contact the officer in charge. She continued to ask further questions.

Cllr S.Curl referred to the London Road/Hadleigh Road site and noted that the 'table' suggests there is co-operation regarding the covenant in place; District Cllr Ridley advised he is familiar with the rumours. The Council noted that the B1113 boundary hedge of Hope Farm had been cut back. Cllr H.Davies asked if the Parish Council could have dialogue with the Felix Thornley Cobbold Trust (FTCT) regarding the future of the land at Hope Farm, as put forward in the 'Call for Sites 2016'.

**Action: The Clerk is to contact Cllr John Field, trustee of the FTCT, and to invite him to meet with the Parish Council.**

118 TO CONSIDER SUPPORT FOR THE REMOVAL OF AN OAK TREE, CHURCH LANE

The Parish Council had received a request from a parishioner asking to support the removal of an Oak tree, as the leaf fall was creating a nuisance to her property. The Council unanimously agreed not to support the request for the removal of the tree, as it was considered the leaf fall was insignificant compared to the Oak trees opposite the property.

**Action: The Clerk is to notify Babergh District Council and Suffolk County Council that the Parish Council would not support the removal of the Oak tree.**

119 THE PENSIONS REGULATOR: AUTOMATIC ENROLMENT

The Clerk advised that Sproughton Parish Council has completed a declaration of compliance with the Pensions Regulator under the Pensions Act 2008.

120 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 Wednesday, 9<sup>th</sup> November 2016, at the Barley Room, Tithe Barn, Lower Street, Sproughton.

121 MATTERS RAISED BY MEMBERS

Cllr H.Davies advised she had sent an email to Mrs A.Brennand regarding the London Road/Hadleigh Road covenant.

Summary of Actions

107 FINANCE

(ii) To Consider Requests for Grants

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

**Action: The Clerk is to notify S.P.C.C. of the Council's grant offer of a £1k.**

**Action: The Clerk is to transfer £1k from precept heading S137 to a specific S137 reserve account.**

109 TITHE BARN MATTERS, INCLUDING ENERGY CONTRACT RENEWAL

**Action: Cllr S.Curl is to investigate the installation of 'flood boards' to the Barley Room external door.**

**Action: The Clerk is to accept the two year fixed plan quote offered by E.on. The shop will be notified of the change.**

**Action: The Clerk is to accept the quote received from S.R.Clarke.**

113 DEFIBRILLATOR

**Action: Cllr P.Powell is to arrange to meet with Martin C.Gilbert Ltd to consider installation options.**

118 TO CONSIDER SUPPORT FOR THE REMOVAL OF AN OAK TREE, CHURCH LANE

**Action: The Clerk is to notify Babergh District Council and Suffolk County Council that the Parish Council would not support the removal of the Oak tree.**

The meeting closed at 9.05pm.

Chairman : \_\_\_\_\_

Date: \_\_\_\_\_