

STANSFIELD PARISH COUNCIL

Minutes of the meeting of the Parish Council held on Monday 21st November 2016

Councillors present: Jane Ballard, Sarah Douglas Pennant and Robert Dennis. Trevor Lang arrived at 7.55pm.

Also present: Joanne Kirk (Clerk) and Borough Councillor Peter Stevens. County Councillor Mary Evans arrived at 8.15pm

In the absence of the Chairman, Robert Dennis chaired the meeting.

1. Acceptance of apologies for absence

Apologies were received from Sarah Hopkins and Ed Cardozo.

2. Declaration of Interest in items on the agenda

No councillors declared an interest in any items on the agenda.

3. Approval of minutes of the meeting held on Monday 26th September 2016

It was resolved that the minutes were correct. The chairman then signed them.

4. Police issues

Suffolk Police do not deal with the majority of reports of lost and found property. If firearms, drugs, high value items, laptops, cameras or mobile phones are found they should be taken to one of their public enquiry offices in Ipswich, Lowestoft or Bury St Edmunds. No attempt should be made to handle dangerous items: contact the Police via **101** or in an emergency **999**.

Items such as passports, driving licences or bank cards should be returned to the issuing agency.

If someone loses something, this does not need to be reported to police unless it is a hazardous item such as a firearm, ammunition, explosives, chemicals or poisons: again, contact us the Police via **101** or in an emergency **999**. If residents are unsure what to do, there is an online form which will direct them to the most appropriate course of action, or the appropriate alternative agency.

Locally some GPS guidance systems have been stolen from farm machinery. The police are aware of this.

5. Update on list of actions

There were two outstanding councillor actions.

6. Report from Borough Councillor Peter Stevens

Peter Stevens spoke about the following:

- Changes to what can go into the blue bins. At present there is a contamination limit of 8%. Above that the Borough Council is charged for any contaminated waste. All waste contracts will be up for renewal in 2020.
- Nearly 80% of green waste is being collected after charging for the brown bin started.
- The direction at St Edmundsbury Borough Council is to charge for non-essential services which are not a statutory duty (e.g. brown bin, pre-application planning advice). All capital projects will have to bring in revenue in future.
- Devolution – Kings Lynn and West Norfolk did not support the deal, whereas West Suffolk would still like to go ahead. St Edmundsbury voted to carry on the dialogue about devolution.
- He still has locality funding available for Stansfield.

7. Finance

a) Approval of any payments and signing of Schedule of Payments

- J P Kirk expenses – LGA 1972, s111 – **£10.90**
- St Edmundsbury Borough Council – supply and installation of a lock down frame bin – Litter Act 1983, ss 5,6 - **£335.99**

Jane Ballard and Sarah Douglas Pennant signed the Schedule of Payments. The Chairman then countersigned it.

The following payment was not included on the schedule of payments but was approved at the meeting:

- Sarah Douglas Pennant – refund of the cost of bulbs purchased at Homebase, LGA 1972, s111 - **£20.00**. It was resolved that an online payment would be made.

b) Payments authorised between meetings

No payments were authorised between meetings.

c) Regular payments made between meetings

The following regular payments were made between meetings:

| | | |
|----------|---------------------------|---------|
| 30/09/16 | J P Kirk | £215.63 |
| 10/10/16 | Fidelity Funds Network | £10.00 |
| 31/10/16 | J P Kirk | £215.63 |

d) Approval of the record of online payments made since the last meeting

Jane Ballard checked and signed the record of online payments.

e) Signatory to complete the checklist of Internal Controls

Jane Ballard completed and signed the checklist of internal controls.

f) Draft budget and budget report

It was resolved that the figures in the draft budget were acceptable and that the final budget would be approved in January 2017. The clerk was asked to make one amendment to the budget report - £300 needs to be allocated to the fund for refurbishing the phone box.

8. Report from County Councillor Mary Evans

Mary Evans spoke about the following:

- Highways are being reorganised very slowly but the changes should make the service more efficient. Highways will be divided into specialist teams like flooding, drainage and surface dressing. They have changed the drainage contractor who will carry out a more thorough job. They are trying to get a proper log of those drains which cause problems. The call centre staff are going to be re-located to Ipswich alongside the Highways hub. Traffic management is also going to be improved.
- There are a budget priorities consultation on the Suffolk County Council website.
- There is a consultation on access to 30 hours of free early years
- Devolution. Norfolk and Suffolk devolution will not go ahead, but it is possible that there will be a move towards a Suffolk only deal.

9. Planning**a) Neighbourhood planning**

It was resolved that this decision would be put on hold for the time being.

9. To discuss any highways/Rights of Way issues/tree/transport issues

There were no issues to report.

10. To discuss any village issues:**a) Analysis of the village survey**

The following key issues were highlighted in the responses to the survey.

- There was a lack of awareness of what community transport services are available. The clerk agreed to pass on the information about the new Connecting Communities scheme to councillors. Mary Evans agreed to include some information in the next newsletter.
- Ask the pub about a parcel delivery and collection point. Robert Dennis agreed to speak to the landlord.
- Ask the pub about trialling morning coffee and papers maybe once a week initially. Robert Dennis agreed to speak to the landlord.
- Forward the lists of possible volunteers to the appropriate people. Sarah Hopkins will be asked to do this.
- How could the village lunch and coffee caravan be better advertised? Flyers are already delivered to every household. It was agreed that a 'bring a neighbour to lunch' event would be held to try and encourage more people to attend.
- Posters to deter speeding similar to in Lidgate. It was agreed that the clerk would include the recent speed data in the next newsletter which shows that speeding is not a big problem in Stansfield

- Set up an information point in the phone box. It was agreed that no action would be taken until the phone box has been painted.
- Renovation of phone box. Two residents have offered to paint the phone box. Sarah Douglas Pennant agreed to organise this.
- Get a quote for cutting additional verges. The clerk has spoken to Ken Hutchinson. He has requested a map showing which areas need cutting. Sarah Douglas Pennant agreed to organise this.
- Organise another Fit Villages course. Mary Evans agreed to pass on the information to the Village Hall Committee.

b) Draw for prize for completing the village survey

The prize was won by Will Harrison. Robert Dennis agreed to let the pub know.

c) Footpath and walks map

This item was postponed until the next meeting.

11. Correspondence

a) Boundary commission consultation – for information only

The current parliamentary boundaries in Suffolk were designed to achieve electoral equality and have resulted in some as fairly arbitrary dividing lines. The Boundary Commission proposal is for there to be 7 constituencies in Suffolk with South Suffolk Constituency to be split between three districts instead of two. West Suffolk and Bury St Edmunds remain split between two. In the case of the South Suffolk Constituency, there are (and will remain) two district wards from St Edmundsbury: Clare and Cavendish with just over 3000 electors. Full details of the proposals are available at: <https://www.bce2018.org.uk/>.

12. Any other business for noting or including on the next agenda

The following item will be added to the next agenda:

- To form a working party to clear back the vegetation in the spring at the pump in Lower Street. The event will be organised for the same day as the village litter pick but on a different day to the Village Hall working party.

There being no further business the meeting closed at 9.30pm.

Signed (Chairman) Dated