

# STANSFIELD PARISH COUNCIL

Minutes of the meeting of the Parish Council held on Monday 20<sup>th</sup> November 2017

**Councillors present:** Sarah Hopkins (Chairman), Ed Cardozo, Robert Dennis and John Underdown.

**Also present:** Joanne Kirk (Clerk), County Councillor Mary Evans and one member of the public.

**1. Acceptance of apologies for absence**

No apologies were received.

**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 25<sup>th</sup> September 2017**

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

**4. Co-option of a new councillors**

It was resolved that Andrew Foster would be co-opted onto the Council. He completed a Declaration of Acceptance of Office. The clerk agreed to email him a Register of Interest form.

**5. Police issues**

**a) Feedback from meeting with Chief Inspector Danny Cooper on 10<sup>th</sup> October**

The meeting was very helpful. Inspector Cooper explained the challenges facing the Police with their current resources. He would like to improve links with parish councils, if only by email, and explained the best way to contact the Police. Speeding is a police priority and he accepted that villages would like to see more effective enforcement to tackle offenders. He acknowledged that there have been a lot of problems with the 101 number with waiting times of over 20 minutes. The Police and Crime Commissioner is aware of this and the current system is changing.

**6. County Councillor's Report**

Mary Evans spoke about:

- A broadband cabinet has now been installed in Assington Green but there is no date yet for when the upgrade will take place.
- She is in the process of arranging a meeting with James Cartlidge MP about the mobile phone signal in Stansfield
- Suffolk County Council is setting its budget. The proposed precept increase will be 1.99% and a social care increase of 3%. There has been a large overspend in Children's Services.
- Suffolk County Council's Social Services Team has been rated good.
- Suffolk County Council is trying to find foster parents for older children and teenage mothers.

**7. Update on list of actions agreed at the last meeting**

There were two outstanding councillor actions.

**8. Finance**

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

It was resolved that the following payments would be approved:

- Community Action Suffolk – website hosting fee – LGA 1972, s111 - **£60.00**
- J P Kirk - expenses – LGA 1972, s111 – **£12.35**
- W A Betts - Painting of phone box - LGA 1972, S111 - **£200.00**

Robert Dennis and Andrew Foster signed the Schedule of Payments. The Chairman then countersigned it.

**b) Approval of payments authorised between meetings**

The following payment was authorised between meetings:

24/10/17	SEBC - emptying of dog bins	£36.40
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**c) Regular payments made between meetings but previously authorised**

The following regular payments were made between meetings

11/09/17	Fidelity Funds Network	£10.00
30/09/17	J P Kirk - salary	£217.78
10/10/17	Fidelity Funds Network	£10.00
30/10/17	J P Kirk - salary	£217.78

- d) **Approval of the record of online payments made since the last meeting**  
Robert Dennis checked and signed the record of online payments.
  - e) **Signatory to complete the checklist of Internal Controls**  
Robert Dennis completed and signed the checklist of internal controls.
  - f) **Draft budget and budget report**  
It was resolved that the draft budget would be approved and that the precept request would be £4,896. This is an increase of 2.60% which equates to £1.38 per annum per band D household. The parish council element for a band D household will be £54.44 per annum an increase from £53.06.
9. **Planning**
- a) **DC/17/2258/HH - Ivy House, Lower St, Stansfield - Single storey rear extension following demolition of existing extension and conservatory**  
It was resolved that no objections would be made to this application.
  - b) **DC/17/2259/LB - Ivy House, Lower St, Stansfield - LBA (i) Single storey rear extension following demolition of existing extension and conservatory (ii) internal alterations to include replacement stair, removal of two floor joints and part of stud wall**  
It was resolved that no objections would be made to this application.
10. **Highways/Rights of Way issues/tree/transport issues**  
No issues were raised.
11. **Village issues**
- a) **Village Hall project to refurbish the play equipment on the playing field**  
It was resolved that the Parish Council would support the project to update the play equipment, but that due to current budget constraints can only give its current budget allocation of £600 this year and £600 in 2018/19 to Stansfield Village Hall which could be put towards the playing field project.
12. **Preparations for the new General Data Protection Regulations in May 2018**
- a) **Approval of the Information Security Policy**  
It was resolved that the Information Incident Policy would be approved.
  - b) **Approval of the Information Protection Policy**  
It was resolved that the Information Protection Policy would be approved.
  - c) **Appointment of a Data Protection Officer (DPO)**  
This item was deferred until there is clearer guidance about whether or not an external DPO needs to be appointed.
13. **To discuss the following correspondence:**
- a) **Email from SEBC re their new dog fouling orders**  
It was resolved that information about the new dog fouling orders would be put in the next newsletter along with contact numbers so that residents can report dog fouling.
  - b) **Letter from the Countess of Euston re the Centenary of the Armistice on the Western Front in WW1**  
It was agreed that the Parish Council would like to do something to mark the occasion but that this item would be discussed in more detail at the next meeting.

**There being no further business the meeting closed at 9.10pm.**