

**STANSFIELD PARISH COUNCIL****Minutes of the meeting held on Monday 17<sup>th</sup> September 2018**

**Councillors present: Sarah Hopkins (Chairman), Ed Cardozo, John Underdown and Andrew Foster**

**Also present: Joanne Kirk (Clerk) and County Councillor Mary Evans and Borough Councillor Peter Stevens**

**1. Acceptance of apologies for absence**

Apologies were received from Robert Dennis.

**2. Declaration of Interest in items on the agenda or dispensations requests.**

No councillors declared an interest in any items on the agenda or requested a dispensation.

**3. Approval of minutes of the meeting on Monday 9<sup>th</sup> July 2018**

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

**4. County Councillor' report**

Mary Evans spoke about:

- SCC is heading for an £8m overspend due to increased pressure on the adult social care budget and children's services which account for 66% of their spending.
- The Highways Improvement Board is going to trial a streamlined approach to the criteria for dealing with potholes. They are also going to look at the process for permitting and operating road closures.
- SCC has launched a new policy for grit bins as grit heaps will no longer be provided. She will fund any grit bins required to replace redundant grit heaps.
- Suffolk County Council will be reviewing its grass cutting procedures.

**5. Borough Councillor's report**

Peter Stevens spoke about:

- Locality funding for the memorial bench
- The Boundary Commission should be giving its report on ward boundaries by 24<sup>th</sup> October 2018.
- Negotiations are currently taking place to decide the issue of civic leadership under the new West Suffolk Council and whether the new Council should have a mayor or a chairman.
- Their budgets are not under the same pressure as Suffolk County Council's. They are looking at the possibility of a small increase in the cost of emptying brown bins to make them self-funding.
- He has received a few complaints about the standard of grass cutting in several villages.

**6. Police issues**

There were no police issues to report.

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

There were no 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:

- HMRC – PAYE - LGA 1972, s111 – **£2.40**
- Risby Parish Council – phone costs (12%) - LGA 1972, s111 - **£20.88**
- CAS Insurance – insurance - LGA 1972, s111 - **£188.82**
- Streetmaster – memorial bench – LGA 1972, s137 - **£648.00 + VAT**
- K Betts – installation of memorial bench - LGA 1972, s137 - **£200.00 + cost of materials**
- J P Kirk - expenses – LGA 1972, s111 – **£13.00**

John Underdown and Andrew Foster signed the Schedule of Payments and invoices. The Chairman then countersigned it.

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

No payments were authorised between meetings.

**c) Receipts and payments (including online payments made since the last meeting)**

Receipts		Details		Amount
Payments	Minute reference	Details	Method	Amount
11/06/18	102/7f	Fidelity Funds Network	Online	£10.00
10/07/18	102/7f	Fidelity Funds Network	Online	£10.00
10/07/18	110/8a	HMRC	Online	£2.20
10/07/18	110/8a	JP Kirk - expenses	Online	£43.03
30/07/18	107/8o	Staff costs	S/O	
08/08/18	110/8a	ICO - data protection fee	D/D	£35.00
10/08/18	102/7f	Fidelity Funds Network	Online	£10.00
13/08/18	105/11c	Stansfield Village Hall - donation towards cost of new play equipment	Online	£500.00
30/08/18	107/8o	Staff costs	S/O	

**d) Bank balances and confirmation of bank reconciliation**

**Bank balance as of 30<sup>th</sup> August 2018:** £5,846.91

John Underdown checked and signed the bank reconciliations as correct.

**e) Signatory to complete the checklist of Internal Controls**

John Underdown completed the checklist of internal controls.

**f) Update on the Annual Audit 2018**

No further information has been received since the Certificate of Exemption was submitted.

**g) Six month budget review**

There is currently a deficit of £70 which will be covered by the fact that no payments have been made for the strimming of the Chapel burial ground.

**h) Bank mandate form**

Barclays has confirmed that the bank mandate form has now been changed and John Underdown added as a signatory. The clerk has drafted a letter of complaint about the poor service provided which will be sent to Barclays.

**9. Planning**

No planning applications have been received.

**10. Highways/Rights of Way issues/tree/transport issues**

- a) Suffolk County Council has reviewed its procedures for the provision of grit. It will no longer provide grit heaps and parish councils will need to purchase grit bins from Suffolk County Council. This will only be possible, if the location of the proposed grit bin meets specific criteria. Grit bins will **not** be allowed on Priority 1 and priority 2 routes as they are gritted by Suffolk County Council. Upper and Lower Street are on a priority 2 route.

It was resolved that no further grit bins would be required at this stage.

**11. Village issues**

**a) Memorial bench for the playing field**

The bench has been ordered and a quote of received for installation on a hard standing.

**b) Request from a resident for the green in Assington Green for the green to be surrounded by a low fence.**

Mary Evans confirmed that there is no money in the Highways budget and she would be reluctant to fund it as there is a high risk that the fencing would be damaged as it is a tight corner. She agreed to visit Assington Green with Sarah Hopkins to look at alternative solutions.

**c) Email from BT Openreach re broadband connection in Stansfield**

The Parish Council has received an email from Openreach about the provision of broadband in Stansfield. A number of properties are not included in current plans to provide fibre broadband.

**d) Update on progress of proposal to improve the mobile phone signal in Stansfield following meeting with James Cartlidge MP**

It was resolved that Sarah Hopkins would email James Cartlidge MP again for an update.

**e) Date for a litter pick**

It was resolved that Ed Cardozo would organise a date.

**f) Update on the Awards for All application**

The application was refused as there was insufficient evidence of need and support from residents. It was resolved that the clerk would produce a flyer to deliver to local clubs and residents requesting donations and asking for their support.

**12. Correspondence**

No further correspondence has been received.

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

The following items would be added to the next agenda:

- Strimming of the Chapel burial ground as Chris Corlett will not be doing it any more. Sarah Hopkins agreed to ask a local contractor for a quote, ready for the November meeting.
- The suggestion to have a 'There but not There memorial in the church for this year's remembrance service. Ed Cardozo agreed to talk to the PCC.
- Email from a resident about the level of aircraft noise in Assington Green. Councillors felt that that aircraft noise levels are lower now than in the past, however it is possible to hear helicopters from RAF Wattisham, commercial aircraft possibly from Stansted and private planes as there are several private airfields in the vicinity as well as aircrafts training for events at Duxford. There has recently been a joint training exercise at Lakenheath. As there are low levels of ambient noise in rural areas, aircraft noise is more noticeable. The clerk agreed to update the resident.
- Possibility of installing a fitness trail on the playing field following an enquiry from a resident. The clerk agreed to raise this with the Village Hall Management Committee and explained that the first step anyway would be to gauge the level of support from residents.

**There being no further business the meeting closed at 8.27pm.**

Signed ..... (Chairman) Dated .....