

STANSFIELD PARISH COUNCIL

Minutes of the meeting held on Monday 19th November 2018

Councillors present: Sarah Hopkins (Chairman), Martin Slater, John Underdown, Robert Dennis and Andrew Foster

Also present: Joanne Kirk (Clerk) and County Councillor Mary Evans. Borough Councillor Peter Stevens arrived at 8.14pm.

1. Acceptance of apologies for absence

Apologies were received from Ed Cardozo.

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 17th September 2018

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

4. Police issues

- The Assington Green post box has been stolen
- There have been incidents of hare coursing in the area

5. Update on list of actions agreed at the last meeting

There were three outstanding councillor actions.

6. Finance

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

It was resolved that the following payments would be approved:

- J P Kirk - expenses – LGA 1972, s111 – **£22.19**

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
19/11/18		St Edmundsbury Borough Council – locality funding for the memorial bench		£500.00
Payments	Minute reference	Details	Method	Amount
10/09/18	102/7f	Fidelity Funds Network	Online	£10.00
18/09/18	113/8a	Risby Parish Council - 12% of cost of clerk's work phone	Online	£20.88
18/09/18	113/8a	CAS Ltd - insurance	Online	£188.82
18/09/18	113/8a	JP Kirk - expenses	Online	£13.00
28/09/18	107/8o	Staff costs	S/O	
08/10/18	113/8a	HMRC	Online	£2.40
08/10/18	102/7f	CAS - website hosting fee	Online	£60.00
10/10/18	102/7f	Fidelity Funds Network	Online	£10.00
11/10/18	113/8a	Streetmaster	Online	£777.60
30/10/18	107/8o	Staff costs	S/O	

d) Bank balances and confirmation of bank reconciliation

Bank balance as of 30th October 2018: £4,321.55

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) Draft budget 2019 – 2020 and budget report 2018 - 2019

It was resolved that the draft budget would be approved and that the precept request would be £5,014. This is an increase of 3.20% which equates to £1.74 per annum per band D household. The parish council element for a band D household will be £56.18. per annum an increase from £54.44. The clerk and Chairman signed the Parish Estimates form.

g) Letter of complaint to Barclays

Barclays has been unable to find any evidence to uphold the Parish Council's complaint but has made a 'with our apologies' payment of £25 for the inconvenience caused to the Parish Council. It was resolved that no further action would be taken.

7. County Councillor' report

Mary Evans spoke about :

- There will be a small increase in County Council budget. This is due to an increase in adult and social care and children's services. The highways budget has been cut but central government will be paying 9.6 million pounds to Suffolk County Council for roads, bridges and minor schemes.
- Suffolk County Council is considering hiring a thermal patcher to see how effective it is at repairing potholes.
- The Highways Improvement Board has simplified the procedure for repairing potholes and is running it as a trial.
- They are reviewing the way road closures are carried out.
- There will be a review of how speed enforcement is carried out.

8. Planning

No planning applications have been received.

9. Highways/Rights of Way issues/tree/transport issues

- a) Concerns were raised about speeding in the village. It was resolved that this item would be added to the next agenda.

11. Village issues

a) Memorial bench for the playing field

The bench has now been installed and locality funding of £500 has been received from St Edmundsbury Borough Council.

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

The PCC is happy for a mobile phone mast to be installed in the church. It was resolved that the clerk would email information about how to proceed to Martin Slater and that he would take the project forward. Martin Slater also agreed to email James Cartlidge MP on behalf of the Parish Council.

c) Quotes for strimming the chapel burial ground

The Council has received two quotes for strimming the chapel burial ground.

d) Suggestion to build a fitness trail on the playing field.

Robert Dennis agreed to make some informal enquiries about whether there is any interest in Stansfield.

10. Borough Councillor's report

Peter Stevens spoke about:

- He is trying to formalise the arrangements for the community shop in the Compasses to enable them to access grant funding as he would like to provide locality funding for a display fridge.
- The Borough Council has equipment available for litter picks.
- The charge for brown bins will increase by a small amount.
- The Borough Council is still in discussions about whether or not the new West Suffolk Council should apply for Borough status. Villages will be consulted to find out their views. They are looking at ways to improve parking in Bury St Edmunds, but proposals for a new multi-storey car park have been delayed for a year because of the down turn in high street trade. The ultimate aim is to have pay on exit car parks.
- The Borough Council will be asking landowners to put forward possible development sites.

12. Correspondence

a) Letter from Royal Mail re scam mail

It was resolved that information about how to report scam mail would be included in the next newsletter.

b) Letter from West Suffolk re their consultation on the West Suffolk Housing Strategy

It was resolved that Robert Dennis would respond on behalf of the Parish Council.

c) Email from the Boundary Commission giving details of their final recommendations

Stansfield will be part of a three councillor ward with one councillor covering Wickhambrook, Brockley, Hawkedon, Whepstead, Stansfield and Denston.

d) Email from an organisation about raising money for the purchase of a defibrillator

It was resolved that the clerk would make further enquiries about the organisation offering to raise the money and find out whether there is a local connection.

Flyers have gone out to residents to find out whether there is support in the village for the purchase of a defibrillator.

e) Email from West Suffolk inviting councillors to attend a presentation about County Lines on 17th December 6 - 8.30pm in WSH

No councillors were able to attend the presentation.

f) Email from West Suffolk about its polling district review

It was agreed that Stansfield Village Hall is a suitable location for a polling station as it has disabled access.

g) Letter from West Suffolk about the cost of a contested election in 2019

The cost of a contested parish council in Stansfield could range from £500 to £1,500 if the election is contested.

It was resolved that the Council would use its reserves to cover the cost if necessary.

There being no further business the meeting closed at 8.38pm.

Signed (Chairman) Dated