

STANSFIELD PARISH COUNCIL

Minutes of the meeting of the Parish Council held on Monday 18th July 2016

Councillors present: Sarah Hopkins (Chairman), Jane Ballard and Trevor Lang

Also present: Joanne Kirk (Clerk) and Borough Councillor Peter Stevens

1. Acceptance of apologies for absence

Apologies were received from Sarah Douglas Pennant, Robert Dennis and Ed Cardozo. Mary Evans also sent her apologies

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 Annual Meeting of the Parish Council held on Monday 16th May

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

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

There were no outstanding councillor actions.

5. Written report from County Councillor Mary Evans

- There is a new transport service called Connecting Communities which will provide an improved bus service in Suffolk. It will be open for longer hours from 7am – 7pm Monday to Saturday to enable people to get to work or college.
- Over 80% of schools are now good or outstanding. Children’s Services have also been given a ‘good’ by OFSTED.
- Devolution. The current proposal is that Suffolk and Norfolk will join together with an elected mayor. There will be a consultation from 4th July until 23rd August.
- Five Syrian refugee families have now settled in Suffolk.

6. Borough Councillor’s Report

Peter Stevens spoke about the following issues:

- Hill View – the new stable does not need planning permission at present, but it is just on the marginal edge. The site should be monitored to see if there is any vehicle usage in the future.
- Devolution. The Borough Council sees possible advantages for the delivery of local services whereas the County Council may feel more financial pressure if devolution goes ahead
- A question was asked about charges for the disposal of hard core and plasterboard at the waste recycling centre in Bury St Edmunds. Charges are per item rather than for a fixed amount which seems unfair as the charge would be the same for one small bag of hard core and a 25kg bag. The same applies to sheets of plaster board. Peter Stevens agreed to look into this.

7. Police issues

There have been more attempted thefts in Stansfield.

8. Update on list of actions

There was one outstanding councillor action.

9. 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 - **£32.55**
Jane Ballard and Trevor Lang signed the Schedule of Payments. The Chairman then countersigned it.

b) Approval of payments made between meetings

It was resolved that the following payment would be approved:

- J P Kirk – salary June 2016 – LGA 1972, s111 - **£213.49**

It was resolved that an electronic payment of the clerk’s July salary would also be approved as the standing order has not yet been set up.

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

Jane Ballard checked and signed the record of online payments.

d) Signatory to complete the checklist of Internal Controls

Jane Ballard completed and signed the checklist of internal controls.

e) Update on the maintenance of Council Property following the annual inspection

- Loose railings in the Chapel Burial ground – this item is ongoing

f) Update on the Annual Audit 2016

The accounts have been returned from the internal auditor Simon Iron. No issues were raised.

g) To approve the new NALC pay scale for the clerk which will be backdated until 1st April 2016

It was resolved that the new NALC pay scale for clerks would be approved and that the pay increase would be backdated to 1st April 2016. The pay increase for SCP 27 equates to £2.14 a month plus backdated pay from April to June of **£6.42**

10. Planning

a) Changes to the West Suffolk Planning Service

There have been a number of changes to the West Suffolk Planning Service. The planning desk has transferred to the Customer Services Team. There will be a new one-stop-shop planning web page. From 4th July there will be an upgraded charged-for pre-application advice service with costs starting at £48.00 and appointments needing to be booked.

b) Neighbourhood planning

This item was deferred until the next meeting as the results of village questionnaires is not known yet.

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

a) Suffolk County Council's Rights of Way consultation.

Sarah Hopkins has completed the questionnaire on behalf of the Parish Council.

9. To discuss any village issues:

a) Update on the progress of the village questionnaire

They are due to be delivered in the next week.

b) Footpath and walks map

This item was deferred until the results of the village questionnaire have been received.

c) Possible uses for the phone book

The preferred suggestion so far is for the phone box to be used as an information point, but the final decision will be made once the results of the village questionnaire are known.

a) Replacement bin at the village hall

This has been ordered by St Edmundsbury Borough Council.

10. Correspondence

a) Letter from Suffolk Accident Rescue Service requesting a donation

It was resolved that money would be allocated in the budget for charitable causes and a different charity chosen each year.

b) Letter from MAGPAS requesting a donation

See 10a above.

11. Date of the next meeting

The date of the next meeting will be one week later on 26th September 2016.

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

Sarah Hopkins attended a funding workshop and gave details of an online funding tool for searching for grants.

There being no further business the meeting closed at 9pm.

Signed (Chairman) Dated