

FINNINGHAM PARISH COUNCIL

DRAFT

*Minutes for the Parish Council meeting held on
Tuesday 10th April, 2018,
in St. Bartholomew's Church, Finningham, starting at 7:32pm*

Present: Mr. A. Kilbee, Mrs. M. Webb, Mrs. D. Sewell, Mrs. C. Winter and Mr. J. Miller

In attendance: Miss. N. Hill (Clerk) and 3 members of the public.

18.1 Visiting speakers

None

18.2 Contribution by Members of the Public

There was been an issue again with sewage and photo's have been sent to the Chairman.

18.3 Apologies and approval of absence.

Mr. J. Black sent his apologies for not being able to attend due to work and Mr. R. Negus sent his apologies for being unable to attend due to childcare.

Mrs. D. Sewell proposed, seconded by Mrs. C. Winter and agreed to accept these absences.

18.4 Approve minutes of the Parish Council meeting held on 13th March 2018.

Mrs. D. Sewell proposed, seconded by Mrs. M. Webb and agreed that the minutes were a correct record and the Chairman then signed the minute book.

18.5 To receive any pecuniary or non-pecuniary declarations of interest from Members and any Gifts of Hospitality.

None

18.6 Matters arising from the meeting held on 13th March 2018

6.01 The service on the mower has been completed.

The Chairman said the service hadn't actually been completed, but the mower had been dropped off and should be ready at the end of the week.

6.02 Has Mr. Sewell heard back from the Highways dept with regards to the village signs?

No, as Mr. Sewell had offered to make the welcome signs out of wood. The metal signs needed to complete the welcome signs, must go through SCC, which Mr. J. Black started to enquire about.

6.03 Has Mr. J. Black found any more information or any precedent set elsewhere to help the strategy to get a lower speed limit imposed along Walsham Road?

Currently all information points to the responsibility of changes to speed limits being with the local council, to which we know their stance as we have spoken to the county council before about this.

6.04 The clerk has now sent the exact address to UK Power networks and awaiting the MPAN number.

The clerk is to send UK Power Networks a chasing email to get the MPAN number,

6.05 The British Legion are able to use the line drawing of the village sign.

'Lest we forget' needs to be added before it can be ordered.

6.06 What needs to happen next to for the old railings to be used.

The Chairman said he will look to see if the broken ones can be used.

6.07 Did Mr. R. Negus get costs of paving slabs that could be used as grave markers instead of the light grey granite ones that was quoted at £456 + VAT for 12.

Mr. R. Negus has said whether he has done this or not.

18.7 Working Groups Report – Defib & Recreation area

7.01 **Defib**

The earth spike is now installed and just waiting for the electrician to come along and complete their part. This is being done free of charge by someone who has the correct certification to do this.

7.02 **Recreation area**

Mrs. M. Webb said she will look into grants after the meeting with Wicksteed went well.

- 18.8 To discuss and approve a DPO (data protection officer) –** The council must have a data protection officer and it cannot be a clerk and they must be fully aware of the General Data Protection Regulations which comes into effect on 25th May 2018. Currently SALC do not offer this service. DPO Centre offer this service for councils and their scale of fees are suggested based on precept. It is a 2 year contract. £120 for the 1st year and £45 in the 2nd year for precepts below £1,500. £220 for the 1st year and £100 for the 2nd year for precept below £5,000 to £1,500. £600 in the 1st year and £300 in the 2nd year for precepts below £25,000 to £5,000. After discussing it, it was agreed to carry over to the next meeting for Councillors to look into the details more.
- 18.9 To discuss the state of the area outside the gate of the Church.** What can be done to improve this area, when it isn't the responsibility of the Parish Council and due to it being a bridleway and it is serving its purpose SCC will not do anything to improve it either. It was agreed to carry over to the next meeting to give time to see what the residents around the Green are doing with the repairing of the road around the Green.
- 18.10 To discuss and approve not to complete an external audit.** A new external auditor is in place, taking over from BDO. Due to the size of the Council, Finningham Parish Council does not have to complete an external audit. An internal audit still needs to be completed, as well as all end of year reports but it doesn't have to be checked by the external auditor, which means there will be no fees. Mrs. M. Webb proposed, seconded by Mrs. D. Sewell and agreed to not have an external audit completed, as it isn't required.
- 18.11 To discuss and approve the removal of the damaged swings.** Mr. A. Brownlie has been asked for a quote to remove these. Is anyone aware of anyone else local who would be able to quote to complete this task? They will need to have their own liability insurance cover. The quote was £380, which included the hiring of a digger, which could be used to clear the ditches around the Green and also help the residents of the Green completing their road repairs. It was agreed to carry this point over to the next meeting.
- 18.12 To discuss the communication within the village.** Is there are better way to communicate with the whole village apart from leaflet drops and via the newsletter? Could permanent board be placed around the village for signs to be placed in? This was mentioned during the Chairman's report during the Annual Parish Council meeting. It's felt there isn't much else the Council could do, but if anyone comes up with ideas to engage more people in the village, then to let the Chairman know.
- 18.13 To discuss and approve for Friends of Finningham to use the Green on 18th August 2018.** Mrs. D. Sewell proposed, seconded by Mrs. M. Webb and agreed to allow Friends of Finningham to use the Green.
- 18.14 To discuss how to celebrate Suffolk Day on 21st June 2018.** It was suggested to do a village walk in the evening, 'beat the bounds'. The Council thought it was a good idea to celebrate Suffolk Day with a 'beat the bounds' walk and thought Mr. R. Negus could organise this with the help of Mr. D. Aiken, the footpath warden, if he would like to get involved.
- 18.15 Correspondence Received**
- 15.01 There's a new PCSO contact for the village at Stowmarket Police, being Philip Brill.
- 15.02 Training calendar from SALC for 2018-2019, as sent out by e-mail.
- 15.03 Pay scales for 2018 onwards still have not been published yet. I have asked SALC and they are waiting on NALC.
- 15.04 SCC have sent an e-mail about Register of Interest should be updated and this can be done online. The renewal of the membership with Community Action Suffolk is free again for the coming year.
- 15.05 Pension contribution changes come in as of 6th April 2018, which have been previously approved.
- 18.16 Finance**
- 16.01 Clerks report
Previous meeting, last balance reported was from 27/02/2018
Current account £6,134.69 (£574.80 not yet presented, afterwards £5,559.89)
Deposit account £3,313.94
Balances as of 29/03/2018
Current account £4,935.55 (nothing waiting to clear/be presented)
Receipts since 28/02/18 – £58.46 (glass recycling credit)
Payments since 28/02/18 - £1,257.60
Deposit account £3,315.59 - £1.65 interest
- 16.02 **Requests for payment** as listed below and to review matters coming forth.
Mrs. D. Sewell proposed, seconded by Mrs. M. Webb and agreed to authorise the following payments.
MR. A. KILBEE - £20.00 – fuel expenses for driving to Fielden's and back to drop the mower off for a service.

MR. A. KILBEE – £8.56 – Chairman’s allowance for coffee, teas & biscuits before litter pick.

SALC - £19.20 – Clerks networking day

HL PERFITT - £350 – remainder of fee due for fixed memorial stone

SALC - £250.58 – Annual renewal of subscription 2018-2019

Totalling £648.34

18.17 Planning

17.01 To consider applications.

DC/18/01264 – Application for outline planning permission (with ll matters reserved) – Erection of a 4-bedroom bungalow with integral garage. Gosford House, Station Road, Finningham, IP14 4TH.

DC/18/01302 – Planning application – conversion of outbuilding to residential use Class C3 utilising exiting vehicular access. Meadowbank Farm, Westhorpe Road, Finningham, IP14 4TW.

No comments on either of the above.

17.02 Decisions & to consider planning matters coming forth.

None

All planning applications received up to the date of the meeting will be discussed.

18.18 Questions to Chairman

None

18.19 Items to be discussed at the next meeting and included in the May’s agenda.

Welcome pack to new residents.

The agenda points that have been carried over from the meeting.

The Chairman then closed the meeting at 8.45pm