

STRADISHALL PARISH COUNCIL

Minutes of the meeting of the Parish Council held on Monday 11th September 2017

Councillors present: Ady Swift (Chairman), Adrian Lee (Vice Chairman), Ian Hutchinson, Robert Deeks and Jonathan Masefield

Also present: Joanne Kirk (Clerk), County Councillor Mary Evans 8.22 and four members of the public

Open Forum

The following issues were raised during the Open Forum

- Has the Parish Council heard anything about the possibility of some housing being built on the Highpoint Estate?
The Parish Council said that they have not heard anything recently.
- A question was asked about repainting the phone box and the public mail box which is an historic item. The clerk agreed to contact BT and Royal Mail to ask for some paint.
- Using the church as a community facility. The PCC is in favour of the idea, but unfortunately, the church needs a lot of work before a community facility could be built. This item is on the agenda for discussion.
- Would it be possible for the parish magazine to be delivered to the Highpoint Estate again as there is now a volunteer willing to deliver it?
- Plans for the playing field now that the Parish Council owns it. This item is on the agenda for discussion.

1. Acceptance of apologies for absence

Apologies were received from Martin Hurst and Debbie Gates.

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 Monday 4th July 2017

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

4. Possibility of converting part of St Margaret's Church into a meeting room and other village projects

It was resolved that a working party would be set up with representatives from the PCC, the Parish Council and interested residents to look at possible future projects for Stradishall including a meeting room in the church, the playing field and the phone box based on feedback from the village questionnaires.

5. County Councillor's report

Mary Evans spoke about the following:

- Possible new homes on the Highpoint Estate. The idea is for St Edmundsbury Borough Council's new company, Barley Homes, to build some houses on the Highpoint Estate with the S106 money being used to repair the roads. She is waiting to hear back from Rachel Almond at St Edmundsbury Borough Council.
- Speeding – the police camera has been out to in some parts of the area and over 300 drivers have been prosecuted.
- GCSE and A Level results are looking good, but the official results are not known yet.
- Suffolk County Council's consultation on its proposal to provide free transport to the nearest school only.
- Suffolk County Council will continue to run the Fire Service.

6. Borough Councillor's report

Jeremy Farthing is no longer Borough councillor. Jane Midwood is covering the role until an election takes place on 28th September. She sent a written report which included information about the following:

- The Bury Town Centre Masterplan.
- The plans for the Waste Hub did not go through because there were too many issues to address. There will be a meeting of Development Control on 21st September to review the revised plans.
- The possible merger of St Edmundsbury Borough Council and Forest Heath District Council which is currently being considered. A completely new council would be formed with fewer councillors.

7. Police issues

a) Meeting with Mary Evans and Inspector Danny Cooper in October

Mary Evans is hoping to organise a meeting with Stradishall's local chief police officer Chief Inspector Danny Copper. The clerk agreed to attend on behalf of the Parish Council. The Council would like the following issues to be raised:

- Speeding in rural villages and the need for effective enforcement action
- The lack of any contact with the Police now that they do not routinely attend meetings.
- Difficulties contacting the Police and problems with the 101 with people present reporting waits of 35 and 40 minutes. What is the best way for parish councils to contact the Police?

8. 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:

- J P Kirk - expenses – LGA 1972, s111 – **£48.73**
- HMRC - PAYE – 1st quarter - LGA 1972, s111 - **£130.60**
- Risby Parish Council - Annual contribution (12%) towards the cost of the clerk's work phone - LGA 1972, S111 - **£26.53**
- All Saints PCC - Hire of a tent for village event on 2nd September – S137 - **£20.00**
- BDO - Audit fee for Annual Return 2017 - LGA 1972, S111 - **£120.00**
- Café 33 – Refreshments for event on 2nd September (cost covered by ticket sales and a donation) – S137 - **£200.00**
- Debbie Gates - Banquet roll and napkins for event on 2nd September – S137 - **£19.90**
- J P Kirk – 15 additional hours for the work raising money for the playing field and organising the event on 2nd September – LGA 1972, s111 - **£150.77**

Ian Hutchinson and Robert Deeks signed the Schedule of Payments. The Chairman then countersigned it.

b) Approval of payments authorised between meetings

The following payment was authorised between meetings:

- Elliot – toilet hire for village event – S137 - **£114.00**

c) Payments made between meeting but previously authorised

10/07/17	Fidelity Funds Network	£15.00
14/07/17	E M Taylor - internal audit	£65.00
31/07/17	J P Kirk - salary	£174.18
10/08/17	Fidelity Funds Network	£15.00
30/08/17	J P Kirk - salary	£174.38

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

It was resolved that the record of online payments would be approved. Ian Hutchinson then signed it.

e) Signatory to complete the checklist of Internal Controls

Ian Hutchinson completed and signed the checklist of internal controls.

f) Update on the Annual Audit 2017

BDO has completed the Annual Audit. There were no matters which came to their attention which require the issuing of a separate additional issues arising report.

g) Changes to Data Protection regulations and registering with ICO

The clerk attended data protection training in preparation for the new General Data Protection Regulation bill (GDPR) which is due to become law in May 2018. She explained how this would affect the Parish Council and the fact that new procedures will need to be introduced to ensure that the Act is complied with. The clerk also explained that the Council needs to register with the Information Commissioner at a cost of £35 a year. It was resolved that the clerk would be authorised to register with ICO on behalf of the Council and that an annual direct debit of £35 would be set up. Robert Deeks and Adrian Lee signed the direct debit form.

9. Planning

There were no planning applications to discuss.

10. Highways/rights of way matters/tree or transport issues:

a) Speeding along The Street

Concerns have been raised again about speeding along The Street. The clerk explained about an email from Wetheringsett Parish Council asking for data from vehicle activated signs (VAS) to get an idea of the extent of the problem in Suffolk. Although Stradishall does not have a VAS, it was resolved that the clerk would contact Wetheringsett PC and suggest that all villages join together to work with Suffolk County Council and the Police to tackle the problem of rural speeding, particularly in the light of recent publicity about the number of deaths on rural roads.

11. Playing Field issues

a) Latest play inspection report

The following issues were raised in addition to monitoring timber rot and strimmer damage:

- Monitor the splits on the adventure trail
- One of the swing seats has minor damage/wear. Monitor for further deterioration

- Due to the height of the swings it is recommended that the pigeon deterrent strips be fitted with a softer material

b) Field Protection application

It was resolved that the clerk would submit an application on behalf of the Council.

c) Plaque to show who donated to the playing field

This item was postponed until the next meeting.

d) Email from Fenland Leisure Products offering a free site survey for the playing field

It was resolved that this item would be delayed until after the village review meeting.

e) Email from a resident about Calathenics Parks

It was resolved that this item would be delayed until after the village review meeting, but that the clerk could go along to any presentations held to find out more.

f) Email from a resident about overgrown tree on the playing field.

It was resolved that the clerk would contact James Wreathall to ask him to take a look at the tree and decide what action should be taken.

12. Village issues

a) To review the Emergency Plan

This item was postponed until the next meeting.

b) Email from the Suffolk Joint Emergency Planning Group about providing them with three emergency contact numbers for the parish council

Ady Swift, Jonathan Masfield and Adrian Lee agreed that their mobile numbers could be passed on.

13. Electronic communication policy

This item was postponed until the next meeting.

There being no further business the meeting closed at 9.20pm.

Signed (Chairman) Dated