

**STRADISHALL PARISH COUNCIL**  
**Minutes of the meeting held on Monday 7<sup>th</sup> January 2019**

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

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

**1. Acceptance of apologies for absence**

Apologies were received from Martin Hurst.

**2. Declaration of Interest in items on the agenda and dispensation requests**

No councillors declared an interest in any items on the agenda and no dispensation requests were received.

**3. Approval of minutes of minutes of the meeting held on Monday 5<sup>th</sup> November 2018 and the planning meeting held on Monday 10<sup>th</sup> December 2018**

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

**4. Police issues**

No police issues were raised.

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

There were three outstanding councillor actions.

**6. Finance**

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

It was resolved that the following payments would be approved:

- HMRC – PAYE - LGA 1972, s111 – **£133.40**
- J P Kirk - expenses - LGA 1972, s111 – **£32.84**
- Risby Parish Council – print cartridge (1/6)- LGA 1972, s111 - **£5.82**

Ian Hutchinson and Jonathan Masefield signed the Schedule of Payments and invoices.

**b) Approval of the record of receipts and payments (including online payments) made since the last meeting**

It was resolved that the record of receipts and payments would be approved.

**Current account**

<b>Receipts</b>		<b>Details</b>		<b>Amount</b>
20/11/18		Elliott - refund of cost of toilet hire		£12.00
<b>Payments</b>	<b>Minute reference</b>	<b>Details</b>	<b>Method</b>	<b>Amount</b>
05/11/18	187/6a	Land Registry - registering Deed of Dedication	Chq no 100724	£80.00
06/11/18	187/6a	J P Kirk - expenses	Online	£19.05
12/11/18	168/8f	Fidelity Funds Network	D/D	£15.00
13/11/18	168/8f	Adrian Lee Contract Services Ltd - grass cutting and playing field maintenance	Online	£1,014.00
30/11/18	168/8h	Staff costs	Online	
10/12/18	168/8f	Fidelity Funds Network	D/D	£15.00
31/12/18	168/8h	Staff costs	Online	

**Reserve Account**

Date	Details	Interest	Transfer from current account	Other	Amount
<b>01/04/18</b>	<b>Opening balance</b>				<b>£7,400.40</b>
17/06/18	Bank interest	£1.13			<b>£1.13</b>
17/09/18	Bank interest	£1.75			<b>£1.75</b>
17/12/18	Bank interest	£3.69			<b>£3.69</b>
		<b>£6.57</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£6.57</b>
<b>Payments</b>					
Date	Details	Interest	Transfer to current account		Amount
			<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
				<b>Balance</b>	<b>£7,406.97</b>

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

Current account: £2,291.06      Reserve account: £7,406.97

Ian Hutchinson checked and signed the bank reconciliations as correct.

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

Ian Hutchinson completed the checklist of internal controls.

**e) Email from West Suffolk re cost of a contested election**

The cost of a contested parish council in Stradishall could range from £1,200 to £2,000.

Stradishall Parish Council already has £890 allocated. It was resolved that the Council would use its reserves to cover any additional cost if necessary.

**f) New NALC pays scales and rates for 2019 – 20**

NALC has published new pay scales with effect from 1<sup>st</sup> April 2019. The clerk's old pay grade was SCP 27 which is SCP 20 on the new scale. The new pay grades give scope for clerk to move up a grade as she was previously at the top of LC2. It was resolved that the clerk would be moved to SCP 22 on the new pay scale with effect from 1<sup>st</sup> April 2019 and that her contract would be updated and reviewed at the next meeting.

**g) Change in the method of payment contributions for the clerk's workplace pension**

Fidelity will no longer accept payments by direct debit from multiple employers so future payments would need to be paid by bank transfer every month. Risby Parish Council has agreed to make a single payment on behalf of Risby and the clerk's other councils. It was resolved that a monthly standing order of £15 would be set up, payable to Risby Parish Council, to reimburse Stradishall Parish Council's share of the clerk's pension costs.

**7. Report from County and Borough Councillor Mary Evans**

Mary Evans spoke about the following:

**Borough Council**

- St Edmundsbury Borough Council has put out a call for possible sites for development.
- She congratulated the Parish Council and Village Review Group on their successful grant application from the Community Chest Fund.
- Work is going to start on Kelly's Meadow near Depden to build a traveller's site with approximately seven pitches.
- There is a going to be clamp down on cars racing round the car parks near the Apex.
- The Borough Council has decided not to build a second multi-storey car park in Bury St Edmunds at present.

**County Council**

- The County Council has received additional money from Central Government for Highways and Children's Services

- The Government is hoping to put more money into preventative care. A project is being run in Barrow, which is based on the Dutch Buurtsog care model, where community nurses work in the community to try and keep people out of the care system.

## 8. Planning

- DC/19/0205/HH - The Coppers, St Margaret's Place, Stradishall – (i) Single storey rear extension and skylights to rear elevation (ii) Single storey side extension (following demolition of existing garage) (iii) New front porch and two bay windows (iv) Cladding and render (v) Replace roof and associated alterations (previous application DC/18/2263/HH)**
- Planning update. From 1<sup>st</sup> May paper copies will no longer be sent to parish councils**
- Submitting responses to planning applications online**

## 9. Highways/rights of way matters/tree or transport issues

### a) The possible purchase of a Vehicle Activated Sign

Mary Evans suggested that Stradishall Parish Council borrow a VAS from Clare initially as a trial, provided a suitable location can be found. She agreed to contact Clare Town Council to find out if this would be feasible.

A speed van has visited Stradishall on at least two occasions since the Parish Council submitted a request for a visit. Mary Evans agreed to contact Inspector Danny Cooper to find out the results of speed checks.

## 10. Playing Field issues

### a) Annual play inspection report and latest play inspection report

The following new issues were raised:

- Moss or algae on rocking equipment – clean or treat appropriately
- Activity play – rot at ground level in support legs – monitor and repair or replace

It was resolved that the Council would monitor the activity play as it will be replaced if the remaining grant applications are successful. If not it will have to be removed. The moss/algae will be cleaned off after the winter.

### b) Update on the Deed of Dedication

The Parish Council is still waiting for confirmation from the Land Registry that the playing field has been registered.

### c) Update on grant applications

Two applications have been successful to date. An Active Spaces grant of £5,000 has been awarded and a Community Chest grant of £13,926. It was resolved that the clerk would apply for an Awards for All grant of £6,000. Grant applications could be made to Havebury or the Suffolk Rural Fund for any shortfall.

### d) Update on the playing field project

Sufficient funding has been raised to purchase outdoor gym equipment. It is hoped that the remainder will be raised to cover the cost of replacing the existing play equipment.

## 11. Dates of meetings from May 2019 – March 2020

- Monday 13<sup>th</sup> May 2019 - Annual Meeting of the Parish Council followed by the Annual Parish Meeting – start time 7pm
- Monday 1<sup>st</sup> July 2019 Meeting
- Monday 2<sup>nd</sup> September 2019 Meeting
- Monday 4<sup>th</sup> November 2019 Meeting
- Monday 6<sup>th</sup> January 2020 Meeting
- Monday 2<sup>nd</sup> March 2020 Meeting

## 12. Village issues

### a) Affordable/social/shared ownership housing

Ousden Parish Council is currently looking into the provision of affordable/shared ownership housing and is hoping to arrange a meeting with West Suffolk's Housing Team, which the clerk is planning to attend. It was resolved that this item would be deferred until after this meeting as more information will then be available about the feasibility of setting up a scheme in Stradishall and other villages.

**13. Correspondence**

- a) Email from Customer First looking for people to interview about the customer journey when they are trying to access adult and social care.**

It was resolved that details of the survey would be included in the newsletter and on the Stradishall Village Facebook page.

- b) Email from the Voluntary Network about their services and requesting a donation**

It was resolved that no donations to external bodies would be considered until the playing field project is complete.

- c) Email from the Police and Crime Commissioner about increasing Council Tax to cover the additional cost of providing extra police and giving details of an online questionnaire**

It was resolved that details would be included on the Stradishall Facebook page as the closing date is 25<sup>th</sup> January, which is before the next newsletter goes out.

**There being no further business the meeting closed at 8.50pm.**

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