

STRADISHALL PARISH COUNCIL
Minutes of the meeting held on Monday 5th September 2022

PRESENT: Parish councillors Ian Hutchinson (Chairman), Adrian Lee, Jonathan Masefield and Debbie Gates.

Also present: Joanne Kirk (clerk), District Councillors Marion Rushbrook and Karen Richardson and County Councillor Bobby Bennett.

1. Apologies and reason for absence.

Apologies were received from Ady Swift and Robert Deeks and the reason for absence accepted.

2. Declaration of interest by Councillors in items on the agenda and dispensation requests.

Adrian Lee declared an interest in item 13c on the agenda and agreed to withdraw from any discussions. No dispensation requests were received.

3. Approval of the minutes of the meeting held on Monday 4th July 2022.

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

4. Public session

No issues were raised.

5. County Councillor's Report

Councillor Bobby Bennett explained that her priority is supporting residents through the cost of living crisis. She is also working on the Ukraine response. There are currently 1,000 Ukrainian families in Suffolk. Some of the families are coming to the end of their first six months and may need new hosts. Suffolk County Council is looking for new host families.

She is disappointed that the 30mph speed limit along the A143 near HMP Highpoint didn't go through as part of the HMP application, particularly when Highways and the Police both asked for it.

She offered £500 of locality funding for refurbishing the village sign.

6. District Councillor's report

A written report was received. The report is available on the Parish Council's website at <http://stradishall.onesuffolk.net/about-us/meetings/meetings-reports/5th-september-2022/>

Councillors Marion Rushbrook and Karen Richardson agreed to pay £250 - £300 from their locality funding towards the cost of restoring the village sign.

7. Police issues

a) Email from Suffolk Police giving dates for public meetings.

b) Vandalism in Stradishall

There has been some graffiti on the playing field and on the bus shelters in Stradishall village. This has been reported to the Police.

8. To receive an update on the list of actions agreed at the last meeting.

There was one outstanding councillor action.

9. To discuss the following financial issues:

a) Approval of any payments and signing of schedule of payments.

It was resolved the following payments would be approved:

- HMRC – PAYE- LGA 1972, s111 – **£135.20**
- Risby Parish Council -phone costs (15%) of cost of clerk's mobile phone - LGA 1972, s111 - **£15.93**
- J P Kirk – expenses - LGA 1972, s111 - **£19.90**
- Starboard Systems – Scribe subscription - LGA 1972, s111 - **£138.00**
- Risby Parish Council –print cartridge 17.5% – LGA 1972, s111 - **£8.88**

Jonathan Masefield and Debbie Gates signed the Schedule of Payments. The Chairman countersigned it.

b) Approval of payments authorised between meetings.

No payments were authorised between meetings.

c) To receive a statement of receipts and payments made since the last meeting.

Payments

Date	Description	Supplier	Total
05/07/2022	Grass cutting	Adrian Lee Contract Services	£756.00
05/07/2022	Tree planting	Adrian Lee Contract Services	£108.00
05/07/2022	Repairs to cricket pavilion	Adrian Lee Contract Services	£132.00
05/07/2022	Clerk's expenses	Miss Sally Allen	£40.59
05/07/2022	Clerk's expenses	J Kirk	£5.22
05/07/2022	Print cartridge 1/5	Risby Parish Council	£5.08
05/07/2022	Bank charges	HSBC	£8.00
07/08/2022	Bank charges	HSBC	£8.00
Staff costs as per confidential cashbook			

d) Bank balances and confirmation of bank reconciliation as of 24th August 2022.

HSBC current account	£844.62
HSBC reserve account	£11,929.11
Total in Banks	£12,773.73

Jonathon Masefield verified and signed the bank statements and bank reconciliations.

e) Councillor to complete the checklist of Internal Controls.

Jonathon Masefield and Debbie Gates signed the checklist of internal controls.

f) Six-month budget review.

Six month budget summary September 2022		
Receipts	Amount	Details
Budgeted	£0.00	
Actual	£500.94	SCC locality funding for defibrillator and bank interest.
Difference	£500.94	
Payments		
Budgeted	£8,395.00	
Actual	£5,380.00	
Difference	£3,015.00	
Overspends as of 23rd August 2022		
Subscriptions		
Budgeted	£135.00	
Actual	£238.87	
Difference	-£103.87	New SALC subscription
Insurance		
Budgeted	£400.00	
Actual	£521.57	
Difference	-£121.57	Switch to a new provider as previous insurer no longer available. Premiums increased as a result as market more volatile.
PAYE		
Budgeted	£250.00	
Actual	£671.40	
Difference	-£421.40	Pay rise and change of tax code
Bank charges		
Budgeted	£0.00	
Actual	£40.00	

Difference	-£40.00	Introduced by HSBC in 2021.
Other payments		
Budgeted	£100.00	
Actual	£1,241.00	Purchase of defibrillator. Grant funding received SCC £500 and WSC £750.
Difference	-£1,141.00	

Receipts were higher than anticipated. Explanations of overspends to date are detailed above.

10. Planning issues.

No planning applications were received.

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

The following items were raised:

- Damaged sign opposite Café 33. The clerk agreed to request that it be removed by Suffolk County Council as leaving it on the verge is dangerous and has already caused one accident which led to a car overturning.

12. Playing field issues:

a) Latest play inspection report.

The following issues were raised:

- Remove graffiti – the same tag has appeared at numerous playing fields in Haverhill. Adrian Lee has managed to remove the graffiti. It was resolved that the Parish Council would not claim on their insurance as there is an excess of £75 and it is possible it will happen again. The clerk agreed to post something on the Stradishall Facebook page and in the newsletter about the graffiti and asking people to be vigilant.
- Remove weeds from underneath the bench perch seat. This work has been completed.

b) Repairs to the pavilion roof.

The Parish Council has received a quote of £2,600 for repairs to the cricket pavilion roof.

It was resolved that:

- The Parish Council would not accept the quote as the cost is too high and the pavilion is old and will need replacing in the next five or so years.
- Adrian Lee would notify the person who provided the quote of this decision.
- The Parish Council would carry out a cheaper repair by replacing some of the timbers and applying polymer coating and roofing felt. Adrian Lee agreed to quote for the work.

13. Village issues:

a) Update on the installation of a defibrillator near Café 33 and the proposal to purchase a defibrillator for the phone box in The Street

The defibrillator has now been installed. The clerk has submitted the form to register it with the ambulance service at which point it will be brought into service. Debbie Gates agreed to carry out regular checks and log this on the Webnos website. A defibrillator sign will also need to be installed.

There has been no response from BT about adopting the phone box. The clerk agreed to contact them again.

It was resolved that

- A 'thank you' voucher of £60 would be given to the electrician who installed the defibrillator free of charge.
- The resident who offered money for a second defibrillator would be approached to find out if she would be willing to give the money now so that Stradishall Parish Council can purchase the second defibrillator while a grant is still available. If necessary an alternative location will be found in Stradishall village.

b) The suggestion to provide a bench to commemorate the Queen's Platinum Jubilee

As Sovereign has agreed to provide two benches free of charge, it was resolved that the Parish Council would purchase a commemoration plaque from Royal British Legion instead and that the payment of £129.99 plus £25 for two stakes would be approved.

c) Quote to repaint the village sign.

It was resolved that:

- The quote of £960 including materials from Signwriter Wayne Tanswell to restore the village sign would be approved.
- A deposit payment of £480 would be approved along with the final balance subject to satisfactory completion of the work.
- The quote of £900 + VAT from Adrian Lee Contract Services to remove the sign, clean and repaint the surround, replace the oak post, refix the loose bricks and reassemble and refit the completed sign would be accepted.
- Money allocated for the playing field project would be used for the repairs to the pavilion roof and to cover any shortfall in the cost of restoring the village sign once the locality funding has been received.

14. Correspondence:

a) Email from West Suffolk Housing about Rural Housing Week and the need for rural housing to meet local need.

This item was postponed until a later date.

b) Thank you letter from the Stradishall Church Revitalisation Project – for information only.

c) Email from Connecting Communities requesting a donation.

It was resolved that no donation would be made.

15. To resolve to exclude press and public under the Public Bodies (Admissions to Meetings) Act 1960: the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information

a) To discuss staffing matters

Following the resignation of Sally Allen, it was resolved that Joanne Kirk would take on the role of clerk again.

16. Any other business for noting or including on the agenda of the meeting on Monday 5th September 2022.

No issues were raised.

There being no further business the meeting closed at 8.15pm

Signed: Dated: