

20/02

LOUND PARISH COUNCIL

PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held at Lound Village Hall on Monday 3rd February 2020 at 7.30 pm.

(Subject to amendment until signed by the Chairman at the next meeting)

Present: Miles Thomas (Chair), Judith Hobbs (Vice Chair), Peter Larcombe, Gayle Welsh, Paul Strowlger, Jenny Ozinel, James Reeder (County Councillor), Jill Brown — clerk

There was one member of the public present.

The Chair welcomed those present and introduced the meeting by advising those present of the location of the Fire Exits.

Welcome & Apologies

Apologies from Keith Robinson (County Councillor) and Paul Ashdown (District Councillor).

2. Declaration of Interest - Declaration of any pecuniary or other interest with regards to items on the agenda. Judith Hobbs declared an interest in the proposed maintenance project for Blacksmiths Loke.

3. Minutes of The Last Meeting and Matters Arising –

The minutes of the Parish Council Meeting held on 2nd December 2019 and the extraordinary meeting held on 7th January were proposed and seconded.

4. Public Forum – There were no items for discussion.

5. Councillor Vacancy – Miles welcomed Connor Moore as a new councillor and introductions were made around the table.

6. Councillor Acceptance Forms – All councillors need to complete a ‘Declaration of Acceptance of Office’ Form. It was agreed that this would take place after the close of the meeting.

7. Policies – The new policies were agreed apart from a few changes that need to be made to the Child and Vulnerable Adult Policy. When this has been done the policies will be uploaded to the Lound Website.

8. Updates –

Police Connect/newsletter updates – This is available online at:

<https://www.suffolk.police.uk/your-area/snt-newsletters> There have been no entries that are specific to Lound.

Signed Chairman, Clerk, Date.....

Feedback from ESC planning forum – In future, planning applications and responses will only be available online and there will be no capacity for paper copies to be issued. James Reeder said that he has access to an A3 copier and he will provide copies of maps when necessary for the benefit of councillors who don't have access to the internet. Regarding CIL payments received, once we have a neighbourhood plan in place any future amount received by the Parish Council will increase from 15% to 25% of the total CIL received by ESC.

Neighbourhood Planning Update – This is now in the final stages and nearing completion. Once agreed by ESC the plan will be published for a community referendum.

Bus Service Update – The new bus service provided on a voluntary basis by the Rugby Club has been going well. A timetable will be posted on the Lound website when the times are confirmed, and a flyer will also be distributed. This is a pilot scheme till the end of March and it is hoped it will be rolled out long term.

Insurance – The insurance policy needs to be amended to include cover for assets. Judith and Miles will get together to resolve this.

Village maintenance – Maintenance work is needed to the path leading from Earth Lane to the Heath. It was agreed that Peter and Miles will purchase the necessary timber and proceed with this. The cost of the four pieces of timber required is estimated as being in the region of £6.50 each.

Litter Pick – This will be on 21st March

Mardle clean up – 28th March

Miles will organise these.

ECB grant – Blacksmiths Loke – Miles attended a further Community Fund meeting at ESC and gave feedback. Quotes have been obtained for the work – the more favourable quote being for £3800. It is hoped that the grant will cover £1000. There has been contact from Keith Robinson who was unable to attend the meeting. He has some feedback from ESC Rights of Way Department and he suggested the Parish Council do not take any major action regarding the proposed works until he has sent us the information when he returns from his vacation. The Council voted in favour of Miles approaching the residents of Blacksmiths Loke to request a contribution for the cost of the works. It was suggested that any contribution from the Parish Council could match contributions from residents. The possibility of play equipment for the village green was also discussed. This matter will be taken to the next Village hall meeting for their input.

9. Reports from District and County Councillors –

James Reeder reported the following:

89% of care homes in the area have received a rating of 'good' or 'outstanding'.

The proposed Ipswich relief road has not received full support due to stipulations regarding extra housing that would need to be built.

There will be a new permit scheme for any roadworks that are carried out. Notice will need to be given before work is commenced, except in cases of emergency.

The new civil parking enforcement scheme will commence on 6/4/2020. Responsibility for issuing tickets and fines will pass from the police to the district council, who will be employing about 20 staff members to enforce parking regulations. The proceeds from fines will go to the district council.

Signed Chairman, Clerk, Date.....

10. Correspondence

There were three items of correspondence:

- An email from Lucy Dale at London Hearts regarding purchase of defibrillators. It was agreed that no action would be taken at this time.
- An email from Natalie Beal at the Broads Authority regarding flood risk. No action required.
- An email from ‘Keep Britain Tidy’ regarding annual spring cleans. No action necessary as this is already in hand.

11. Accounts

a). Review of Income and Expenditure and balances to end of January 2019 –

The income, expenditure and bank balances to the end of January 2020 were reviewed and accepted.

Payments to authorise:

Clerks salary to end of February	£111.57 to be paid by BACS
Clerks salary to end of March	£111.57 to be paid by BACS

b). CIL report – This was submitted to ESC and updated to the website by 31st December 2020. The CIL payments must be spent on items relating to infrastructure and must be used within 5 years of receipt.

AGAR and Internal Audit – The internal audit has been booked for 2nd June. An extraordinary meeting will be held once the Internal Audit has been received so that AGAR forms can be agreed by the parish Council and minuted ready for submission to PKF Littlejohn before 1st July 2020.

c). Authorisation for the clerk to have viewing-only access to the Parish bank accounts - This was agreed. Miles and Judith will complete the necessary paperwork as signatories and submit to Barclays. Clerks salary – It was agreed that payment for the clerk’s hours will increase from three to four per week with immediate effect. When the new rates are known for 2020/21 the clerk’s salary will be increased accordingly and backdated as necessary to the beginning of the financial year 20/21.

12. Scheduled meetings for 2020 – Meeting for April to be agreed. Meeting for June to be agreed. August 3rd, October 5th and December 7th. The AGM will be held on 15th May.

13. Councillors Forum – A limit will be agreed at the next meeting for authorising payments without full council agreement in advance. This is due to some payments needing to be made between meetings. An amount of £100 was suggested.

The meeting closed at 9.30 pm.

Signed Chairman, Clerk, Date.....