

LOUND PARISH COUNCIL

PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held at Lound Village Hall
on Monday 4th December 2017 at 7.30 pm.

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

Present: Judith Hobbs, Peter Larcombe, Keith Robinson,
Louis Smith, Paul Strowlger, James Reeder and Gayle Welsh.

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.

1. Welcome & Apologies

Apologies from Paul Ashdown, Miles Thomas, Marina Patterson.

2. **Introduction of new clerk** – Louis introduced the new clerk, Jill Brown.

3. **Declaration of Interest** - Declaration of any pecuniary or other interest with regard to items on the agenda. There were none.

4. **Minutes of The Last Meeting and Matters Arising** – Paul Strowlger had been missed off the list of attendees and this has been corrected.

Judith proposed acceptance of the minutes for 2nd October and this was seconded by Peter and agreed by those present.

5. **Public Forum** – The matter of parking on both sides of The Street was discussed and it was agreed that this can cause a problem for those driving farm machinery through the village. However, it was agreed that this only causes problems at certain times of year (including harvest time) and there is not any appropriate action to be taken at this time.

6. Updates -

Safer Neighborhood Team A newsletter has been received from the Safer Neighborhood Team with an update of their activities.

Speedwatch A discussion took place on the role of Speedwatch, who continue to operate a mobile flashing sign to remind traffic to stay within the speed limits. It was agreed that these signs are effective if placed strategically. A discussion took place as to whether there should be a permanent sign in Lound. No decision was made, but this will be considered again next year. It is possible that Suffolk County Council would contribute financially to this.

Lound Website – Louis continues to keep this updated and it contains an archive of past meetings going back three years.

Signed Chairman, Clerk, Date.....

Webcam – it was agreed that this is a feasible idea that would contribute to the security of the area surrounding the church and Village Hall. The webcam would be live on the Lound website and there would be the capacity to look back over previous footage. However there have not been any problems with criminal activity in Lound, apart from one van being broken into. To be considered further next year.

Parking on The Street – as discussed earlier during public forum. There were no further comments at this point.

Neighbourhood Planning – Steering Group members recently met with planning officers from WDC to ensure that the emerging neighbourhood plan will meet their requirements. It is hoped to complete the first draft of the Neighbourhood Plan by end March 2018.

Third river crossing in Lowestoft – The plans for this have been approved by SCC and passed to the Secretary of State.

7. Report from District and County Councillors

All reports of highway defects and maintenance issues should be reported via Suffolk County Council website. Both residents and councillors are encouraged to use this method, which ensures transparency in the way repairs are dealt with. The Suffolk County Councillors explained that there are many unavoidable expenditures relating to statutory responsibilities of the council and this impacts upon the amount of money available to spend on highway maintenance and repairs.

8. Correspondence

A letter has been received from Suffolk Coastal and Waveney District Council with a ‘save the date’ invitation to a consultation workshop on 20 March 2018.

An email has been received from the Broads Authority. This was to advise that there will be two public drop-in sessions regarding the local plan for the Broads consultation. These will be held as follows:

- Wednesday 6th December, Geldeston Village Hall 6pm – 8pm
- Saturday 9th December, Potter Heigham Village Hall, 10am – 12pm

Waveney District Council and Suffolk Coastal District Council will be merged to form East Suffolk District Council. Both councils have approved this proposal, which is with the Secretary of State to be signed off by January 8th 2018. It is likely to be implemented in 2019.

9. Scheduled meetings

The next meeting will be on 5th February 2017 and thereafter as follows:
9th April, 7th May (Parish Annual Meeting), 4th June, 6th August, 1st October, 3rd December.

10. Accounts

Business Bonus Account.	Balance at 30 th November 2017	£3,803.53
Community Account	Balance at 30 th November 2017	£4996.00

Payments to be authorized:

Clerk’s Salary October (final for previous clerk)	£134.00
Clerks Salary November (first for new clerk)	£102.63
Community Action Suffolk (website hosting)	£ 60.00
Ladywell Accounting – PAYE for 2016/17	£ 33.00
Computer and Office Software	£428.99
Ladywell Accounting – PAYE for 2017/18	£ 54.00
HMRC	£ 77.20
Clerk’s salary December	£102.43

Income / Expenditure:

There was a shortfall on the income from allotments as one has not been paid for. A reminder letter to be sent to the relevant allotment holder.

Acceptance of the accounts and approval to make these payments was proposed by Louis, seconded by Judith, and agreed by all Councillors.

Proposed Budget for April 2018 to March 2019.

A discussion took place regarding the precept for the next financial year and whether this should be increased, decreased or whether it should remain at the same figure. It was decided that the precept should remain the same at £1700.00 and this will result in a slight decrease for each household as the number of residences in the parish has increased slightly. The precept letter will be completed and returned to WDC.

A discussion took place regarding the proposed budget for April 2018 – April 2019. Items considered for inclusion were a contribution towards possible children’s play equipment, the aforementioned webcam and speed signs.

Future Banking Arrangements

Louis proposed that to make things easier, we should register for online banking. The three signatories will each need a Chip and PIN card, and a card reader. These are provided by the bank. Two of the three signatories will still be required to authorize payments. This was agreed by all councillors.

When online banking has been implemented, the clerks’ salary payments will be made by BACS.

11. Councillors Forum

A discussion took place regarding a sign asking people not to feed bread to the ducks in the Mardle pond. Gayle will investigate the cost of a metal sign.

The Village Hall Committee to be asked what kind of play equipment would be appropriate, and the likely cost.

Signed Chairman, Clerk, Date.....

The fencing along the grass in front of the bungalows on Earth Lane is in a state of disrepair. These bungalows were built for WDC although some are now privately owned. WDC still maintains this grass area. The fence is important because it prevents parking on the grass. A letter to be sent to WDC housing maintenance to ask if they can repair the fence.

It was noted that one of the allotment holders has been burning rubbish on his allotment. Allotments to be inspected before tenancies are renewed in 2018.

Items to be included on the meeting agenda for February 2018:

- Review and update of asset register
- Review and update of financial risk assessment
- Review and update standing orders
- Review and update allotment tenancy agreement

The meeting closed at 9.00 pm.