Minutes of the **Council Meeting** held on **Monday 16th May 2016** at 7.00 pm

in Friston Village Hall, Church Road IP17 1PU

Members: Cllr. M. Caplin (Chairman) Cllr. A Simpson Cllr. S Jackson

Cllr. D Brooks Cllr. A. Patterson Cllr. C Brooks

Cllr. M. Schedrin

Also present: K. Forster - Clerk to the Council, 1 member of the public

|  |  |
| --- | --- |
| **31/16** | **Apologies**: There were apologies from Cllr. Jackson who was on holiday. |
| **32/16** | **Declarations of Interest:** There were no Declarations of Interest. |
| **33/16** | **Request for Dispensation:** There were no requests for dispensations. |
| **34/16** | **Minutes of the previous meeting:** Minutes of the meeting of 4th April and the extraordinary meeting on 27th April were submitted for approval. **It was unanimously RESOLVED that the minutes be accepted as an accurate record and were duly signed by the Chairman.** |
| **35/16**  **36/16**  **a)**  **b)**  **c)**  **d)** | **Open Forum:**  A member of the public raised the problems with the flooding and pot holes in Chases Lane, Church Road and Church Path. Cllr. Simpson confirmed he is trying to organise a site visit with Highways.  The same member of the public also passed across information regarding the History of the Mill. The Chairman asked that a file be created to hold this information. **NOTED**  **As no County or District councillors were yet present, this item was postponed to later in the meeting. Both District and County Councillors had submitted a report.**  **Planning**  **Footpath 13a:** The Clerk has chased but there is still no update  **Bowling Green Planning application:** The Clerk confirmed that although the planning application was suspended for a while, having spoken to planning at SCDC, there is no requirement to resubmit the letters or comments from the public and Parish Council.  The Notice of Planning is now in place however there is no date. It was also noted that the notice had been put on the wrong property initially. The Clerk to raise the date issue with the planning department. **NOTED**  Cllr. Simpson read out sections of a reply, to the Parish Council Submission, that the developers had sent to the planners. He stated that a number of the items are inaccurate and has drafted a reply to their points. The Clerk is to submit this to the planners and to copy in the District Councillors. **NOTED**  **Hillside Mill Road, Variation to Planning application:** After discussion, **it was unanimously agreed that there was NO objection to the proposed planning variation.**  The request for referral for **Middle Lodge** was discussed. It was agreed that the comments made were not related to the proposed variation and therefore there was no requirement to request referral. **NOTED** |
|  | **At this point, District Councillor TJ Haworth Culf arrived** |
| **37/16** | **County & District Councillor Reports**  **County Councillor Reid:** The County Councillor had submitted a report which was circulated.  **District Councillors.:** Cllr. T J Haworth-Culf had circulated a report. She made the following comments:   1. She was allocating £200 each to her parish councils for celebration of the Queens 90th Birthday. 2. Woodbridge library was now open to view a number of SCDC items, including planning applications. 3. She was aware that there were issues on planning application and should the Parish Council need support, they should get in touch.   Cllr. Simpson raised the issues with Norse refuse collection lorries. He is compiling a dossier of photographs and discussing with the manager. Cllr. Haworth Culf wishes to be kept informed.  The Clerk raised the issues earlier discussed regarding the Bowling Green application and will copy in Cllr. Haworth Culf. **NOTED** |
| **38/16** | **Queens 90th Birthday.**  Cllr. Jackson had been in touch with the pub and also circulated a mail to say that it required effort in order to organise the picnic and that she was not able to do this. She had asked for volunteers. Cllr. M. Schedrin said that she would be able to help and will contact Cllr. Jackson. **NOTED**  The beacon celebration organised by S. Ives had been very successful and the Parish Council wished to minute their appreciation of the event. |
| **39/16**  **a)**  **b)**  **40/16**  **41/16**  **42/16**  **43/16**  **44/16** | **Accounts**  **Statement of Accounts** The statement of accounts was reviewed and it was noted that the 6 month precept had been received and that the CIL payment had been received. As at end of April there was £ 21,493.07 in bank. The bank reconciliation for April & the bank statement was signed by the Chairman. **NOTED**  **Approval of Payments:** The approval of payments list was reviewed. There were payments totalling £ 184.19 which included the payment of clerks expenses, expenses for attending a SALC briefing and the Auditor fee. I**t was unanimously RESOLVED to accept the payments.**  **CIL Payment**: The payment of £ 586.58 as part of the CIL agreement was discussed. This is to be used for a socially beneficial item for the village, such as Dog Bins, Benches, play or sports equipment. Decision to be discussed at a later meeting.  **Audit Report:** The internal auditors report was discussed. There were two recommendations regarding   1. The updating of the interest on the Ipswich account. This has now been completed and the accounts for 2015/16 reflect the new amount. 2. Although the Parish Council generally complies with the transparency code, the Web site was missing the Governance statement from the last audit. This was noted.   The Annual Governance Statement for 2015/16 was read out and Agreed. I**t was unanimously RESOLVED to accept the Governance Statement and the Chairman and RFO duly signed and dated the Document.**  **Accounting Statements for 2015/16**. The accounting statements were distributed and reviewed, along with the reasons for variations and accounting statements. I**t was unanimously RESOLVED to accept the Accounting Statements and the Chairman and RFO duly signed and dated the Document.**  **New Signatory:** Cllr. D Brooks has the forms for the Barclays account. The Clerk is to get the forms for the Ipswich Building Society account. **NOTED**  **Transparency Code:** The Clerk noted that there is a new round of funding for compliance to the transparency code and that she will apply on behalf of the Council. **NOTED** |
| **45/16** | **Village Plan**  Cllr. C Brooks stated that she had read the previous Village plan and felt that there was little update needed. Consequently, she proposed that the original needed to be reviewed by all and updates incorporated. It was agreed to photocopy the original, distribute to all councillors and receive their input for the August meeting. Cllr. Schedrin to organise. **NOTED** |
| **46/16** | **Risk Analysis**  The risk analysis had been updated to reflect the work now required to keep the speed monitor in place. It was felt that this needed to be expanded further. The Clerk is to update and resubmit at the next meeting. **NOTED** |
| **47/16** | **Highways, footpaths and Transport**  **Traffic Calming:** The speed at which the signs react was discussed. Cllr. Simpson is to contact Westcotex to discuss and report back to the next meeting.  **Highways Issues:** Cllr. Simpson gave a report. In summary   1. He had reminded Highways about the requirement to cut the hedge on Aldeborough road as this had been missed last year. 2. He requested and was granted permission to do the annual strimming. 3. He is trying to organise a site meeting with the interested parties regarding Grove Road. It appears that Natural England are now involved. 4. Reminded all that the A12 at Farnham is now closed from 8pm to 5am.   **Norse:** Cllr. Simpson is taking photographs of the lorries and the damage they are causing and is in contact with Norse. |
| **48/16** | **Village Green**  There has been contact made with Robert Scott of Savilles regarding the use and ownership of the village green. He has proposed that he goes forward to the owners with a proposal for the lease. This was welcomed by the Parish Council.  Cllr. Schedrin questioned why the Village Green had not been registered as a village Green. The Clerk is to send her information. **NOTED**  Cllr. D Brooks requested that the Clerk investigate registering a Right To Bid on the Village Green. **NOTED** |
| **49/16** | **Village Hall**  There is no progress reported on the Gift of the Village Hall.  Cllr. Patterson gave a report from the briefing that she and Mrs. Simpson attended regarding the village hall. She commented that the arrangements currently in place were more than satisfactory. |
| **50/16**  **a)**  **b)** | **Allotments and Playground Update**  **Allotments:** All vacant allotments have been renovated and mowed.  **Playground:** Cllr. D Brooks has been investigating the repair of the timber steps on the Timberline Highlander Solo. He has received quotations from 2 companies as it is a specialist task. The preferred is from Peak Playgrounds at £750 +VAT. They are able to do the work in 3 – 5 weeks. Cllr. C Brooks proposed that the work go ahead as the summer holidays are imminent. The Clerk stated that it could be funded from the Village Maintenance Budget from reserves. I**t was unanimously RESOLVED to proceed with the Peak Playgrounds quotation.** |
| **51/16** | **Parish Council Vacancies**  There have been no applications. It was agreed to continue with advertising. |
| **52/16**  **a)**  **b)**  **c)**  **d)**  **e)** | **Correspondence**  **CATs AGM.** Cllr. Caplin would like to attend.  **Deer Warnings**: The Clerk had received further communication regarding where the deer were being killed on the road. A quotation from SCC Highways, working in conjunction with The Deer Initiative had been received. The Clerk was asked to clarify the “traffic management” element. **NOTED**  **Connecting Communities event:** Councillors are to let the Clerk know should they wish to attend.  **Historic England:** Historic England are considering listing the War Memorial **NOTED**  **St. Ives 2nd Home Decision:** The local referendum and decision by St. Ives Cornwall to restrict new homes to permanent residents was discussed. It was noted that this would be an interesting development. |
| **53/16**  **a)**  **b)**  **c)**  **d)**  **e)** | **AOB**  It was noted that correspondence from the Fire Service had been received confirming that Wrentham fire station was not closing and that the cutbacks had been modified a little at other stations.  Cllr. C Brooks asked if Communication with the Village could be discussed at the next meeting, following a discussion with a member of the public  Cllr. Simpson noted that the local recycling centre at Leiston was now shut on Wednesdays  Tractor Traffic on Mill road is to be discussed at the next meeting.  Cllr. Brooks reported that the post Box by the bus shelter had been vandalised and that mail from 21st – 23rd April had been destroyed or tampered with. |

**The meeting closed at 8.59 pm.**

**The next meeting 7.00 pm Monday 27th June 2016 in Friston Village Hall.**

**Karen Forster**

**Clerk to Friston Parish Council** Orchard House

Chediston Road

Wissett, Halesworth, IP19 0NF