



FRISTON PARISH COUNCIL

Minutes of the **Council Meeting** held on **Monday 6th March 2017 at 8.50**
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: Parish Clerk, K. Forster and 1 member of the public

159/16 **Apologies:** There were no apologies

160/16 **Declarations of Interest & Request for Dispensation:**

All members of council registered non-pecuniary declarations of interest in agenda item 7a.

161/16 **Minutes of the previous meeting:**

Minutes of the meeting of 23rd January 2017 were submitted for approval. **It was unanimously RESOLVED that the minutes be accepted as an accurate record and were duly signed by the Chairman.**

162/16 **New Parish Councillor**

No new applications had been received.

163/16 **Accounts**

- a) **Statement of Accounts:** The statement of accounts was reviewed and there were no questions. At the end of February, the bank balance stood at £ 18,187.17 and the Chairman signed the bank reconciliations for January and February. The Clerk confirmed that she had invoiced the allotment holders and had received the monies due.
- b) **Approval of Payments:** Details of payments totalling £ 463.29 were presented. This included payment of expenses to the Clerk to cover registration for the CiLCA qualification, as well as updating the security and back up costs associated with the computer. **It was unanimously RESOLVED that the payments are approved.**
- c) **Grants & Donations:** The Grants and Donations policy was deferred to the next meeting.
- d) **Transparency Code.** The Clerk stated that it was possible to claim the £50 spent with CAS, to host the website, through the Transparency. **It was unanimously RESOLVED that the Clerk should claim the £50.**
- e) **Virement.** Due to the overspend on Administration and Salaries, the Clerk asked to be delegated the powers to vire the underspend on other items to those budgets. **It was unanimously RESOLVED that the Clerk vire the underspends to the Admin and Salaries budget.**

164/16 **Document approval**

- a) **Standing Orders** – the updated standing orders had previously been circulated. There were no questions. **It was unanimously RESOLVED that the updated Standing Orders are adopted.**
- b) **Financial Regulations** – The updated financial regulations had been previously circulated. The Clerk stated that the major amendment she had made was to increase the amount that the Clerk and Chairman could authorise in emergency was £1000. There were other small



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amendments and no questions raised. **It was unanimously RESOLVED that the updated Financial Regulations be adopted.**

c)

Asset Register. The asset register had previously been circulated. Cllr. D Brooks raised two issues to be changed. The steps to the platform had been replaced and therefore the original entry needed to be "disposed" and a new entry to a value of £750 should be entered. These changes were added and initialled by the chairman. This results in a total asset value of £ 35,680. **It was unanimously RESOLVED that the Asset Register is approved.**

165/16 Curbing at Low Road and Chases Lane

Cllr. Simpson presented the motion to add kerbing to the corner of Low Road and Chases Lane so as to stop the erosion of the bank. This will cost £ 1557. At the same time, as a road closure is required, it was proposed that a cover is put onto the drainage pipe on the bank opposite as this is in danger of collapse. This is a further £ 457. It is understood that both District Councillors and County Councillor will contribute to this. The Clerk was asked to clarify how much. **NOTED.**

The work will not be able to start until the 24th May at the earliest due to the lead time of the road closure and would take 1-2 days. **It was unanimously RESOLVED that the Parish Council will fund the balance of the monies after the contribution of the County and District Councillors.**

166/16 Village Hall

As said at the Annual Parish Meeting, the village hall transfer is still with the land registry.

167/16 Village Green

As said at the Annual Parish Meeting, the lease for the village green is with the Parish Council solicitors for review. Concern was expressed by a number of councillors about the lease only being 7 years long. The Clerk stated that this concern had already been raised by her and the Chairman with the Land Agent who had gone back to the owner to ask him to reconsider. The owner was not prepared to increase the term.

The meeting closed at 9.20

The next meeting will be 7.00 pm Monday 10th April 2017 in Friston Village Hall

Karen Forster
Clerk to Friston Parish Council,
Orchard House, Chediston Road,
Wissett, Halesworth, IP19 ONF



FRISTON PARISH COUNCIL

Schedule of Parish Council Meetings 2017/18

2017

Monday 23rd January

Monday 6th March Annual Parish Meeting &
Parish Meeting

Monday 10th April

Monday 22nd May AGM

Monday 10th July

Monday 14th August

Monday 18th September

Monday 30th October

Monday 11th December

2018

Monday 22nd January

Monday 12th March Annual Parish Meeting & Parish
Meeting