



FRISTON PARISH COUNCIL

Minutes of the **Council Meeting** held on **Monday 10th April 2017 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: Parish Clerk K. Forster and 1 member of the public

1/17 Apologies: There were apologies from Cllr. Jackson as she was attending a funeral.

2/17 Declarations of Interest & Request for Dispensation:

There were no declarations of interest and no requests for dispensation.

3/17 Minutes of the previous meeting:

Minutes of the meeting of 6th March 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.**

4/17 Open Forum

The member of the public present asked whether something could be done about the parking outside the village hall. He highlighted the current situation where, due to the number of cars brought by people who are staying in the holiday homes, local residents are unable to park near to their properties. It was agreed that this would be added as an agenda item for the next meeting. **NOTED**

5/17 County and District Councillor Reports

Cllr. Reid had not sent in a report.

Cllrs. T J Halworth-Culf and M Jones had sent in a report and their apologies. The report had been circulated and there were no comments.

6/17 Accounts

a) **Statement of Accounts:** The statement of accounts was reviewed and there were no questions. At the end of March and therefore the end of the financial year, the bank balances stood at £ 17,105.12 and the Chairman signed the bank reconciliations for January and February. A draft unaudited copy of the final Receipt and Payments was circulated.

b) **Standard List of Payments:** A list of payments that are made regularly throughout the year was circulated and is attached. **It was unanimously RESOLVED that the payments are pre-approved in line with Financial regulation 5.6 although they will still continue to appear on the "Authorisation for Payment".**

c) **Approval for payment:** Items to the value of £748.76 were submitted for payment and included Salary and PAYE costs, Expenses, payroll costs. The Clerk had photocopied the large documents regarding the village green at Durrants in Halesworth who requested that a donation of £10 to Halesworth Events Management should be made instead of payment. This was allowed under S137.

Cllr Simpson also raised the issue of the agreement at the previous meeting regarding the payment of the work planned for Chases Lane/Low Road. Cllr. Reid had now agreed to fund the total amount of £ 2,014. The Clerk was asked to send a letter of thanks from the Council. **NOTED**



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- d) **Grants & Donations:** The Grants and Donations policy, previously circulated, was discussed. **It was unanimously RESOLVED that the Grants and Donations policy should be adopted.** A copy will be sent to applicable organisations as required. **NOTED**

At this point Cllr. Simpson also raised the possible work that could be done by the rehabilitation service. Although they were unable to help with the original request, they could assist with the maintenance of the burial ground. He pointed out that the people who would be part of the working party have committed minor offences such as non payment of fines or similar and would not have received custodial sentences. He will discuss further with the church wardens.

7/17 Siting of the new Benches

One bench will be sited on the northerly path towards Knodishall (on the way to Highhouse Farm).

Cllr. Simpson reported that Council wished to site another bench to the side of the footpath on the other footpath Knodishall, however the tenant does not wish to permit that. As a consequence, it was agreed that this bench would be sited on the Village Green opposite the Jubilee Bus Stop on the Village Green.

8/17 Village Green

The draft lease and associated papers, with comments from the solicitors had been received and circulated. There is still concern that the lease is only for 7 years however Council recognised that there is no other option.

Cllr. D Brooks requested clarification on item 10.6 (c) insofar as the definition of “unreasonable” regarding the installation of equipment being mindful of the play and sports equipment. The Clerk is to follow this up with Council’s solicitor.

It was proposed that, if the response from the solicitor is positive then the lease is accepted. Should there be any possible concern with the question above, then this will be brought back to the next meeting. It was RESOLVED by a majority that the proposal is accepted with one abstention.

9/17 Village Hall

The village hall transfer is still with the land registry. The Clerk clarified that she had not seen any paperwork.

10/17 Vacancies for Parish Councillors

There have been no applications

11/17 Review of Annual Parish Meeting

The general opinion of both Councillor and reflected by comments received from members of the public was that the meeting went well and that the Speaker R. Scott from Savilles was excellent and informative. It was agreed that all the details of the speakers should be agreed by Council prior to the next Parish meeting.

12/17 Update on the School

Cllr. C Brooks gave an update on Coldfair Green School, a copy of which is attached.

13/17 Use of Drones in the Village

Cllr. D Brooks reported that it had been brought to his attention by local residents that there had been a problem with people flying drones over the village green and local properties, contrary to the Drone Code put out by the CAA. Cllr. Brooks is to write an article for the newsletter and all members of the public are encouraged to phone 101 immediately, should they see a drone being flown irresponsibly or contrary to the code.



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14/17 **AOB**

- a) Cllr. Simpson requested permission to trim at the end of Mill Lane which was granted.
- b) Cllr. Simpson has discussed concerns regarding white lines on the Meadows with the resident and the County Council.
- c) Cllr. Simpson believes that speeding is increasing despite the VAS system. The clerk was asked to write to the Police Commissioner as it is felt this is partly due to the lack of policing in the area. Cllr. D Brooks is to investigate the cost of the upgrade of the VAS for the next meeting. **NOTED**
- d) There is a large pot hole in Church Road near the ford, which has been reported but no action has been taken.
- e) The letter sent by the Clerk to Highways from Cllr. D Brooks on behalf of the council, regarding the speed reduction request has not yet received a reply. The Clerk was requested to follow up. **NOTED**
- f) The Clerk requested that items for the newsletter be sent to her by end of April.
- g) 2 planning applications had been received since the agenda for this meeting was issued. If Council wished to discuss then they should call an extra-ordinary meeting. Cllr. Patterson to advise.
- h) The Chairman requested that there should be more consideration of the items on the agenda prior to the meeting so that the debate is more informed and conclusive. He asked for members to think about this and perhaps propose new debating rules for the next meeting.

The meeting closed at 8.54

The next meeting will follow on from the AGM on Monday 22nd May 2017 in Friston Village Hall

Karen Forster

Clerk to Friston Parish Council,
Orchard House, Chediston Road,
Wissett, Halesworth, IP19 0NF



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Regular Payments throughout the year.

Under Financial Regulation 5.6 regular payments as a result of a continuing contract can be authorised prior to final approval at a meeting. They will still be visible at a meeting on the Payments for approval sheet but may have already been paid.

For **Friston Parish Council** the following are submitted to be included as Regular Payments:

1. K Forster Salary
2. HMRC in respect of K Forster Salary
3. Payments to Grassroots for maintenance of the Green in accordance with the schedule agreed.

VILLAGE GREEN GRASS CUTTING 2017

- Beginning of April - harrow & cut
 - Cut before Car Boot Sale on 1st. May
 - Cut before Open Gardens on 18th. June
 - May need cut for Classics on the Green on 6th. July if weather has been wet
 - To confirm a summer cut if required
 - Final cut early November ready for winter
4. Membership of CAS
 5. Registration with Data Protection Agency

All other items will be approved at a meeting prior to payment (except for general stationery and similar supplies).



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COLDFAIR GREEN SCHOOL update 10 4 2017

The school has been through several changes over the last two years including a new head teacher in September 2016. This coincided with two maternity leaves – which had a detrimental effect on the budget and some retirements. However, we now have – we hope – a settled and stable staff who are all working hard with the head to ensure that all pupils make excellent progress. Ofsted visited in the summer of 2016 and found standards to be good – we are now working towards ~~satisfactory~~ *substantiating*.

Pupil numbers continue to rise – our PAN is normally 22 – but it is likely that in September the reception will be 27. If we can work with this throughout the school it will solve some of our budget problems as we have been running with a potential budget deficit. Finance is not helped by the arrival of children mid year and also by the fact that the hall floor needed replacing. In an ideal world we would like more toilets for the pupils – and have asked many times – we would also like to restore a proper library – at the moment the books are in a number of different places around the school and we ideally need more classroom space staffroom head's office and corridors are often used for intervention work. The children are taught English and Maths in the mornings in separate year groups as we believe this is essential for their progress. WE have spent a long time debating the issues of academies. We had decided to go with the Cooperative trust but have been hindered from doing so because the DfE need the trust to have more schools locally we are working on that but also pursuing other possibilities and we continue to work with the other primary schools in the area and with Alde Valley and Saxmundham Free school – indeed the head of that school is one of our governors. WE are beginning discussions with the Play group about the possibility of them joining us on site which might give us a nursery unit. It would also increase parking problems for the residents of Judith Avenue.