



FRISTON PARISH COUNCIL

Minutes of the **Council Meeting** held on **Monday 31st October 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, District Cllrs. Jones and Haworth-Culf and 1 member of the public

108/16 Apologies: There were apologies from Cllr. Schedrin.

109/16 Declarations of Interest & Request for Dispensation:

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

110/16 Minutes of the previous meeting:

Minutes of the meeting of 19th September were submitted for approval. **It was unanimously RESOLVED that the minutes be accepted as an accurate record and were duly signed by the Chairman.**

111/16 Open Forum

The member of the public did not wish to speak.

112/16 County and District Councillor Reports

- a) County Cllr. Reid was not present and no report had been received.
- b) District Councillors Haworth-Culf and Jones had sent a report which Cllr. Haworth-Culf summarised. In particular, she expressed great concern about the number of scams that were going on at the moment and how people were duped into giving out their bank details or allowing people to access their computers.

113/16 Planning

- a) **Diversion of footpath 13a:** No update
- b) **Updates on previous planning applications:**
Cllr. Patterson and Cllr Simpson expressed a number of concerns regarding the way that the planning application and subsequent meetings at District Council were handled and the responses to letters that had been written. They requested that the District Councillors raised this with the chairman of the committee. **NOTED**
Cllr. Caplin explained the notice that had been posted to disassociate the Parish Council with any campaign against the pub and its owners. **NOTED**

114/16 Accounts

- a) **Statement of Accounts:** The statement of accounts was reviewed and there were no questions. At the end of September, the bank balance stood at £ 20,226.31 and the Chairman signed the bank reconciliation. It was noted that this balance included £5222.57 ring-fenced for the Village Green and a further £8207.24 in reserves **NOTED**
- b) **Approval of Payments:** Cheques totalling £ 291.99 were presented which included:
 - I. £ 27.00 to print the newsletter
 - II. £ 34.69 to A. Simpson for the materials to build the ramp on the green
 - III. £ 17.00 under S137 to purchase the wreath for Remembrance Sunday
 - IV. £ 162.00 for the hire of the digger to build the ramp on the green
 - V. £ 33.30 for Clerk's expenses

It was unanimously RESOLVED that the payments are approved.



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At this point Cllr. C Brooks commented on how well the work had been done by Cllr. Simpson to solve the problem of the ramp on the green. All the members were united in their

c) appreciation. **NOTED**

Budget:

Using the papers circulated, the members reviewed the items on the budget so that a new budget could be finalised and proposed at the next meeting. Items of note that were agreed were:

1. The Clerks Salary will be discussed at the next meeting however, there is a scheduled rise of 1%. The hours have now been established at 5 per week.
2. The administration costs have risen due to new charges to host the website, salary admin and Data protection costs.
3. Training for members would be funded from reserves
4. There will be a budget of £25 for the chairman's allowance
5. Grass Cutting budget to increase to £1000 to allow for the scarifying and 6 cuts.
6. Donations under S137 to be reduced to £50 except for the £20 paid for the poppy wreath
7. Reserves will be allocated to repair the bus shelter, develop and publish a village plan and upgrade the VAS system.

At this point the Chairman opened the meeting to the member of the public as, as the Treasurer of the Village Hall Committee, she was able to provide some input into the financial need. She pointed out that, as the Village Hall would be now owned by the Parish Council, the arrangements may change. Consequently, following discussion, it was decided that the Village Hall grant will have no budget as it is not known what the arrangements will be after the ownership is transferred

As a result of these decisions and a number of smaller adjustments, it appears that the precept will remain the same as 2015/16. The Clerk will prepare a final version for circulation at the next meeting. **NOTED**

d)

Grants & Donations

The Clerk will prepare a Grants and Donations policy to be adopted at the next meeting. **NOTED.**

It was unanimously RESOLVED to pay the grants as budgeted for this year. The Clerk is to prepare the cheques for the next meeting. **NOTED**

e)

Bank interest Rates

It was noted that letters had been received from both the Ipswich Building Society and Barclays Bank stating that the interest rates had been reduced. There were no changes to the banking arrangements proposed. **NOTED**

115/16 CIL Payment & Grant of £200 from SCDC

Cllr. Simpson proposed two items:

- A bench or seat set back from the pavement at the bus stop and, possibly a new bus stop.
- A barrier or gate on the green.

After discussion, it was agreed that the first proposal was most favourite and for the Clerk to determine the possible cost of a bench and a new bus shelter (similar to the Jubilee Shelter). It was also agreed that additional funding for such a project could be found from the reserves if necessary. **NOTED**

116/16 Highways, Paths & Transport

Cllr. Simpson reported that there are major issues with Highways and that projects are being delayed or scrapped as resource and finance is not available: the situation is very frustrating, people are reporting items and no action or interest is being shown. In particular Cllr. C Brooks has reported a street light that is on permanently 3 times but no action is being taken and the



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roundels that were paid for by Friston PC when the traffic system was installed and were then tarmac'd over have still not been reinstated.

It was agreed that a list of these and other items should be compiled and forwarded to County Councillor Reid. The Clerk requested if she could also share these items with County Cllr. Gower who is currently trying to progress similar problems with Walberswick highways and this was agreed. **NOTED**

Cllr. Simpson also reported that the Environment Agency has given a date to clear the ditch by the village hall in the New Year. **NOTED**

117/16 Village Green

The land agent for Savills has sent a Heads of Terms outlining the contents of the lease but this has not been received yet.

The Clerk has contacted the solicitors and received an estimate of £250 to review the lease, once it is drafted. **NOTED**

118/16 Village Hall

A communication has been received from the solicitors acting for the Parish Council detailing an estimate of charges of £ 1,197.00. ID for the Clerk and Chairman have to be organised.

119/16 Allotments:

There are now only 4 allotment holders despite advertising the available allotments. It was agreed that the Clerk should contact the Clerk at Saxmundham and make them aware that these allotments could be available to their residents. **NOTED**

120/16 Playground and village green

Cllr. D Brooks asked how the RoSPA inspection is triggered as it is due. The Clerk is to contact RoSPA to find out. **NOTED**

121/16 Update on Vacancies:

No applications

122/16 AONB – Volunteers

A date has been set to plant a village Orchard and to supply the volunteers to do the work. After discussion it was agreed that due to the possible issues with continuing the allotments, this should be cancelled but put back on the agenda in April to discuss further and agree a site. However, the Members are in favour of such a scheme in the future. **NOTED**

At this point it was proposed and unanimously resolved to continue the meeting for a further 10 minutes so as to complete business.

123/16 AOB

- a) A letter sent by the CEO of SALC strongly opposing the government proposal to hold referendum if a parish council raises the precept by more than 2% was circulated.
- b) An invitation from the Leader to attend the annual town and parish council budget liaison was discussed. Unfortunately, neither the Clerk or the Chairman is able to attend. **NOTED**
- c) Cllr. C Brooks asked to add an item regarding a car park area, to the next agenda
- d) A letter received 31.10.16 regarding the traffic calming scheme is to be discussed at the next meeting.

The meeting closed at 9.10 pm.

The next meeting will be 7.00 pm Monday 12th December 2016 in Friston Village Hall.

Karen Forster

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