



FRISTON PARISH COUNCIL

Minutes of the **Council Meeting** held on **Monday 22nd May 2017** at 7.15 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 and 2 members of the public

21/17 Apologies: There were apologies from Cllr. Simpson.

22/17 Declarations of Interest & Request for Dispensation:

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

23/17 Minutes of the previous meeting:

Minutes of the meeting of 10th April 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.**

At this point the Chairman requested that item 12 – update on vacancy for parish councillor be moved to be the next agenda item

24/17 Vacancy for Parish Councillor

The Clerk reported that she had received an application from Jonathan Burch to be co-opted onto council. The Council members asked Mr Burch some questions and then, in accordance with the Public Bodies (admission to meetings) Act 1960 to exclude the public and press for discussions regarding personnel matters where publicity might be prejudicial to the special nature of the business. the member of the public and the applicant were asked to leave the meeting.

After discussion, Council UNANIMOUSLY resolved to Co-Opt Mr. Jonathan Burch to Council. The public were invited back into the meeting and the appointment was confirmed by the Chairman who welcomed the new member.

Mr. Burch took his place in the meeting and signed the Declaration of Acceptance of Office which was duly witnessed by the Clerk.

The Clerk also confirmed she would organise training. This is also requested by Cllr. Schedrin and a second day is requested by Cllr. Jackson **NOTED**

25/17 Open Forum

The member of the public asked if the Chairman would be going on training as when she was a Chairman of the Parish Council, she found it very useful. The Chairman agreed and the Clerk was asked to find out about Chairman training. **NOTED**

26/17 County and District Councillor Reports

a) County Cllr. Reid had sent his apologies.

The Councillors wished to register their congratulations to Cllr. Reid in being re-elected as a County Councillor.

b) The District Councillors report had been circulated and there were no comments.

27/17 Accounts

a) **Statement of Accounts:** The statement of accounts was reviewed and there were no questions. At the end of April, the bank balances stood at £ 22,731.46 and the Chairman signed the bank reconciliation for both April.



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The Clerk stated that the first half of the precept and been received, along with a grant of £50 from SALC for the transparency code and a payment of £2,241.34 from SCDC in respect of CIL.

b) NOTED

Approval of Payments: Cheques totalling £ 261.19 were presented

- a) £173.53 for SALC annual subscription
- b) £ 87.66 Clerks expenses.

c) It was unanimously RESOLVED that the payments are approved.

Bank accounts

The Clerk stated that as there was now no interest being paid on the Business Savers account, Barclays Bank would no longer issue a paper bank statement which had caused delays in submitting the accounts for audit. The Clerk was asked to investigate either merging the accounts or looking at a different bank for the future. **NOTED**

28/17 Internal & External Audit

As explained earlier, due to the difficulty in obtaining final statements from Barclays Bank the accounts were delayed in being submitted. They are now with the internal auditor. As a consequence, in order to make the deadline for the submission of accounts to BDO, an extraordinary meeting is required for Council to review the internal audit and sign off the accounts. It was agreed to schedule a meeting for Monday 5th June in the Village Hall at 7.00. **NOTED**

29/17 Planning

a) DC/16/1863/FUL: Retrospective application for Garden Office Studio. it was unanimously RESOLVED that the Council has no objection to this planning request.

Cllr. D Brooks noted that the application stated that the “permitted development rights” had been removed. The Clerk was asked to establish why this had been done. **NOTED**

At this stage the Clerk requested that item 10 – Village Green could be discussed prior to item 9 – CIL payment and Council agreed.

30/17 Village Green

The lease and associated paperwork for the 7year lease of the Village Green had been received.

The Chairman read out the notice that “sections 24 to 28 of the Landlord and Tenant Act 1954 are not to apply”. This is a condition of the lease and is related to the length of time. Again councillors discussed this however agreed, in the main, that there was no choice. The Lease also does not allow the lessee to apply for an ACV.

It was proposed that Council accept the exclusion of the Security of Tenure as read by the Chairman. **This proposal was carried by a majority vote of 6 with 1 abstention.**

It was proposed that Council authorises the Chairman to sign the Lease and to go to the Solicitor to sign and witness the exclusion of the Security of Tenure. **This proposal was carried by a majority of 6 with 1 abstention.**

The Chairman signed the lease and a member of the public witnessed the signature.

It was noted that any costs incurred for these legal processes will be funded from the earmarked reserves.

31/17 Queens birthday grant and CIL finance

a) Benches

The two new benches have been completed. These will be sited on the northerly path towards Knodishall and the other on the Village Green opposite the Jubilee Bus stop.

The plaques need to be organised and will carry the words

“In commemoration of the 90th Birthday of Queen Elizabeth II on 21st April 2016”

The benches need to be measured to establish the options for the size of the plaque.

This is all to be financed by the £200 grant from the District Councillors.



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b) CIL Payment.

As well as the £586.58 received last year, there has been a further payment of £ 2,241.34. In addition there is also £ 8,729.92 available in the S106 play pot and a share of the sport pot which is a further £ 9,960.28.

As this is such a large amount, Cllr. Jackson suggested that a working party or similar is formed to consider the best use of the money. Items that were suggested included:

- a) Defibrillator
- b) Replacement of play equipment
- c) Replacement of sport equipment
- d) Petanque court
- e) Improvement to the footpath through the church car park.

It was agreed to defer discussion to the next meeting.

The Clerk was also asked to contact District Councillor Haworth-Culf to find out if there had been a decision regarding the Telephone box. **NOTED**

32/17 Village Hall

The Solicitor has contacted the Land registry who have confirmed that they are still working on the registration of the building.

Cllrs Patterson and C Brooks reported back from their last meeting where they stated that there had been some upset regarding the decisions on the donations for the Village Hall and also the new Donations policy.

The Clerk was asked to write to the Village Hall Committee chairman to clarify the purpose and use of the Donations policy. She was also asked to invite them to come to the next full council meeting to discuss the issues. **NOTED**

Council also agreed that once the transfer of ownership had been completed it might be necessary to review the agreement and setup of the Village Hall committee and therefore the Clerk should contact the solicitor and SALC to seek advice. **NOTED**

33/17 Highways, Paths & Transport

- a) **Speeding in the Village:** Following the request by Council at the previous meeting, the Clerk had contacted the Police Commissioner regarding the problems with excessive speed in the village. The Police conducted a survey and review and determined that there was a problem. They have now stated that Friston would become an enforcement area and therefore speed checks will be made on a random basis.

The Clerk also chased up the Highways department re the request to reduce the speed limit on the A1094. Highways were planning to survey the problem and to date there has been no response.

- b) **Footpaths:** a letter regarding the condition of the footpath from the rear of Grove Rd over the field to meet with the bridleway to Knodishall had been received. This had already been identified and reported by Cllrs. D Brooks and Jackson. The finger post has also been moved. As this is part of Sandlings way, Cllr Brooks is continuing to work with SCC to ensure this is reinstated.

Another letter regarding the overgrown hedges and falling fence. The Clerk was asked to write to the owner and ask that the hedge is cut back. **NOTED**

- c) **Pot Holes** continue to be filled by SCC.
- d) **Chases Lane** will be closed between 24th and 26th May to complete the works to the drain and verge. Notices have been posted on the notice boards.
- e) **Verge Cutting:** Council noted that the verge has been cut on the corner of Mill Road and A1094. It is thought this was done by Blackheath Estates and the Clerk was asked to write a letter of thanks. **NOTED**
- f) **Open Gardens:** There will be some open gardens on 2/7/17 in aid of St. Elizabeth's Hospice.
- g) **VAS upgrade:** Cllr. D Brooks asked whether to proceed with the upgrade to the VAS system which would produce more data and statistics although these cannot be used for convictions.



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After discussion, it was decided that this should be deferred to see if there is any improvement due to the checks that the Police will be doing.

34/17 Rules of debate

The Chairman discussed the ideas that due to the pressures of time some items did not get the attention that they might deserve and he felt that being better prepared for the meeting was important. To that end, he suggested that Council might consider setting up working parties or sub-committees to work on specific items. These could include items such as car parking, village play and sport development and the spending of the additional funds recently received.

There was general agreement. This item will therefore be left on the agenda for the next meeting. **NOTED**

35/17 Correspondence

- a) A request has been made to allow visitors to two lunch parties to park on the green. This would be in the region of 25 – 30 cars. **It was unanimously agreed to refuse this permission as it was felt that this could set a precedent and the number of cars was excessive.** The Clerk was asked to respond. **NOTED**

All other correspondence was discussed in other agenda items.

36/17 A.O.B.

Cllr. Burch was appointed as the other representative for the Village Hall Committee.

The meeting closed at 8.57pm.

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

Karen Forster

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