

MONKS ELEIGH PARISH COUNCIL

DRAFT Minutes of Meeting held on Monday 24th September 2018 in the United Reform Church Hall at 7.30pm

Present: Cllrs Patti Derry (Chairman), Chris Eames, Angela Forrest and Victoria Keitley-Webb

County Cllr Robert Lindsay and District Cllr Clive Arthey

Attending: Lucinda Rogers (Clerk) and 5 members of the public

66/18 Apologies for Absence

Cllrs Don Reynolds and Will Sykes both on holiday

67/18 Declaration of Interests and Requests for Dispensation

None

68/18 Minutes of the meetings held on 23rd July, 6th August and 20th August 2018

The minutes of the meetings were approved by the councillors and signed by the Chairman as a correct record.

69/18 Report from County Cllr Robert Lindsay

Public Sector Leaders Group They have confirmed that they will hold five public meetings a year with minutes and agendas published – there will be some private meetings in between. I am told this is purely for planning rather than decision purposes. Suffolk scheduled to overspend by £8.6m this year Based on its spending in the first quarter of the 2018/19 financial year, the county council is forecast to overspend its £501 million budget by 1.7%. It is now attempting to reduce costs and make savings by 31 March next year. It says the overspend is mainly driven by rising demand for services and increased costs in Children and Young People's Services, (accounting for almost £5 million of the projected overspend). This includes services for looked-after children, specialist social care for children and home-to-school transport. **Special Educational Needs Crisis** A report to cabinet is projecting a rise of 18% in SEN children in the next two years, they will be short 300-400 places equivalent to three special schools. SEN kids already face either a long wait or are placed out of county, contributing to the budget overspend. Officers have consulted and are recommending cabinet provide new places via a mix of some new schools and provide specialist support centres within existing schools. **Unitaries** I have learnt that the new leader Cllr Hicks is not in favour of his predecessor Colin Noble's single unitary idea and is dropping the study that Respublica had been tasked with. However because Respublica has already been paid he is looking to task them with something else.

70/18 Report from District Cllr Clive Arthey

District Electoral Review The Boundary Commissions final recommendations have been confirmed, with Monks Eleigh in a 'Box Vale' ward with Boxford, Edwardstone, Groton, Milden and Brent Eleigh. This will be the warding for district elections next May. **Community Infrastructure Levy (CIL)** You will remember BDC has introduced CIL, which I said should provide a significant local pot from which Parish Councils (and other providers) can apply for funding. Across Babergh £1.3m has been collected so far, the majority of which can be accessed by PC's either directly as a parish (neighbourhood) CIL, or by bidding for district (123 list) funds. In the first bid round £381,500 of district CIL was available across the district and £76,500 allocated to projects, including the successful bid from Monks Eleigh Village Hall. The remaining £305,000 will be carried forward to the next bid round starting 1st October and open for four weeks. **Local Plan and Housing Supply** – Next local plan consultation end of this year. As of July, BDC confident it has 5 year housing supply (6.7 years). **Babergh HQ, Corks Lane Hadleigh re-development.** A scheme for housing on the site is

progressing. Part conversion and part demolition and re-build to provide homes and apartments.

Capital Investment Strategy Over £30 million has now been invested by Babergh and Mid Suffolk in a range of commercial properties. **Electric Vehicle Charger Points** BDC has installed a twin charger point in Hadleigh (twin point already in Sudbury). Lindsey Village Hall were successful in their bid for CIL funding for a two vehicle charging point in the village hall car park. **Lavenham Tourist Information Centre** Lavenham PC have agreed terms with BDC for the transfer of the TIC. It is hoped it may be possible to provide Post Office facilities and a BDC contact point.

71/18 Public Forum

Swingleton Green A resident explained about problems parking here. Parking is difficult for residents with no driveway and also for visitors. It is a narrow road which is one car wide. Another resident did not want the village green to be used as a car park and that the no parking signs have been knocked down. Parking on the green pushes lorries onto his garden and commercial vehicles are parked on the village green. Parking for residents without driveways is difficult throughout the village.

Road by Millennium Green A resident explained the footpath is narrow and it is difficult to cross the road where the footpath changes to the other side of the road as he feels this is too close to the bend in the road. It is difficult for two lorries to pass each other here.

72/18 Correspondence

Highways Grit Bins –Any grit supplied must now be kept in grit bins. Cllrs to let Clerk know if additional grit bins are required

St Elizabeth Hospice Garden Trail 2019 they are looking for people willing to open their gardens to raise funds during 2019. To be advertised in What's On

Minutes 21st May 2018 following a request from a resident the first item on the agenda to be recorded as Cllr Clarke being present for the first item on the agenda to elect a new Chairman

73/18 Road Studs

It was agreed to ask Highways to remove the road studs to the end of the streetlights on the A1141 towards Lavenham. Clerk to email Highways and copy Cllr Lindsay in.

74/18 Parking on Swingleton Green

Clerk to investigate if it would be possible to allow parking on the green so some spaces could be made using rubber matting that allows grass to grow through.

75/18 PCSO Funding

Cllr Forrest reported to the meeting and it was agreed not to proceed.

76/18 Finance

All cheques signed and due for signing as itemised in the appendix were authorised by the councillors. The councillors also noted the income received since the last meeting and reviewed the Statement of Accounts against the budget and the bank reconciliation against the bank statements.

Insurance Renewal – The renewal quote is substantially higher this year as the items insured have been valued at an old for new replacement cost. The councillors agreed to accept the renewal quote £1048.49. Clerk to add the insured value to the Asset Register and email to Cllr Eames.

77/18 Play Inspection Report

It was agreed to follow the recommendations as follows:

move the litter bin further from the bench on the playing field

spray the log pile with fungicide

fill in the gaps in between the tiles on the ground below the swings

to re-set the west end goal

Cllr Derry to ask Cllr Reynolds to remove the 5-aside goal and to defer its replacement to the November meeting

To repair the fence behind the west end goal but leave a gap to allow football retrieval

78/18 Data Protection

Cllr Forrest to send a link to the Suffolk County Council guide to Cllr Derry and the Clerk

79/18 Standing Orders

There has been a further update. To be deferred to November meeting.

80/18 Green at Causeway Adjoining Back Lane

Cllr Reynolds has not received a reply from Highways so no further forward. Clerk to email Cllr Lindsay and ask him to chase up. The work may only be carried out by Suffolk County Council approved contractors

81/18 Clerk's Salary

It was agreed to increase the Clerk's hourly rate in line with the annual pay rise awarded from April 2018 to £ 9.80 per hour. It was also agreed to share the cost of training for the clerk with Barking Parish Council. Budget workshop £29 + vat, Clerks two-day course £103 + vat and Bookkeeping, annual return/audit/precept £31 + vat

82/18 Councillors Reports

Millennium Green the Trustees have asked if the Parish Council wish to share use and cost of the mower £780 for this year. Cllr Forrest read the agreement out. Clerk to let the councillors know the dates for Pro-scape to cut the grass and to add grass cutting to November agenda.

SID Cllr Eames has put SID up for 4 weeks and needs to learn how to download the data and add to the website as a report.

The hedges along the A1141 need to be cutback along the footpath edge.

Website requires updating – clerk to add Cllrs Sykes and Keitley -Webb and to update the MP to James Cartlidge

Dates for meetings for 2019 January 28, March 25, May 27, July 29, September 23 and November 25

82/18 Date of next Meeting

The next meeting will be held on Monday 24th November in the United Reformed Church Hall starting at 7.30pm

The meeting closed at 9.20pm

Financial Report September 2018

Schedule of payments & receipts from 1 July 2018

Income received since 1.7.18

Precept form Babergh	8859.00
Interest Millennium a/c	0.00
Interest Business reserve a/c	0.00
VAT Refund	3331.89
Postman retirement	425.00
Babergh recycling	62.22
Total	<u>12678.11</u>

Expenditure since 1.7.18

Strutt & Parker rent	37.50	101252 Small Holding & Allotment Act
Information Commissioner subs	40.00	101253 LGA 1972
S Brown retirement collection	425.00	101254 LGA 1972
EEAST re-issue of donation	100.00	101255 LGA 1972 s137
P Derry Cllr expenses	18.99	101256 LGA 1972
L Rogers clerk salary	602.45	101257 LGA 1972 s112
L Rogers expenses	120.62	101258 LGA 1972
HMRC tax & NI	142.20	101259 Inc & Corp Taxes Act
Total	<u>1486.76</u>	

Schedule of verified invoices agreed for payment

Hadleigh URD hall hire	16.00	101260 LGA 1972 s133
Community Heartbeat pads	87.60	101261 Public Health Act 1936 s 234
Strutt & Parker rent	37.50	101262 Small Holding & Allotment Act
L Rogers clerk salary	838.75	101263 LGA 1972 s112
Pro-scape grass Jul/Aug	168.00	101264 Open Spaces Act 1906 ss9&10
Playsafety Ltd inspection	88.20	101265 LGA 1972
L Rogers expenses	36.36	101266 LGA 1972
Total	<u>1272.41</u>	

Unpresented Cheques – none

Bank Reconciliation

Account	statement date	statement balance	actual balance	credit/transfers not shown	unpresented cheques	difference
Community a/c	31/08/18	£12,484.67	£12,546.89	£62.22	£0	£62.22
Business reserve	31/08/18	£8,859.77	£8,859.77	£0.00	£0	£0.00
Millennium a/c	31/08/18	£165.68	£165.68	£0.00	£0	£0.00
		£21,510.12	£21,572.34			

Action List

Minute	Action	Who
72/18	Are more grit bins required	All Cllrs to let clerk know
72/18	St Elizabeth Hospice garden 2019 advert What's On	Cllr Forrest

73/18	Clerk to email highways to remove road studs/copy Cllr Lindsay in	clerk
74/18	Can the pc allow parking on village green	clerk
76/18	Renew insurance – send cheque	clerk
76/18	Add insured prices to asset register – email Cllr Eames	Clerk
77/18	Cllr Reynolds to remove 5 a-side goal	Cllr Derry
	Move the litter bin further from the bench on the playing field	Who/how decide at next meeting
	Spray the log pile with fungicide	Who/how decide at next meeting
	Fill in the gaps in between the tiles on the ground below the swings	Who/how decide at next meeting
	To re-set the west end goal	Who/how decide at next meeting
	To repair the fence behind the west end goal but leave a gap to allow football retrieval	Who/how decide at next meeting
78/18	Email SCC data protection guide to Cllr Derry & clerk	Cllr Forrest
80/18	Email Cllr Lindsay to chase up about green at causeway and ask for list of SCC approved contractors	clerk
82/18	Dates of pro-scape grass cuts	clerk
82/18	Sid reports downloaded and added to website	Cllr Eames
82/18	Update website, new Cllrs and MP	clerk