

Minutes of the Parish Council meeting held on 22nd November 2016 at Sutton St Edmund Village Hall commencing at 7pm.

Cllr M Coleman in the Chair.

In Attendance Cllr C Winch, Cllr J Jarrett, Cllr M Morris, Cllr T Morris, Cllr C Hunns and Mrs Ripley Parish Clerk.

1. 55.16 To Elect Chairman

Cllr Hunns proposed Cllr Coleman, this was seconded and RESOLVED.

a. Cllr Coleman signed his declaration of acceptance.

Cllr Coleman took the Chair.

2. 56.16 To Elect Vice Chairman

Cllr T Morris proposed Cllr Winch, this was seconded and RESOLVED.

3. 57.16 Apologies for absence and reasons given

None

4. 58.16 To receive declarations of interest in accordance with the Localism Act 2011 and to consider any applications for dispensation.

None

a. To give dispensation to Councillors to set parish budget and precept
Cllr Coleman was granted a dispensation by the Clerk.

5. 59.16 Notes of last meeting held on 25th July 2016 to be approved as minutes

These were taken as read and Council RESOLVED to accept them as minutes.

6. 60.16 Police matter

None

7. 61.16 Clerks report on outstanding matters

All requested correspondence from the July meeting has been dealt with.

Litter collection grant has been applied for and received.

Transparency grant for computer equipment has been applied for and received.

The SHDC play day at the playing field reported that no one attended.

All allotment rents have been paid for October 2016.

8. 62.16 Finance:

a. Items under sec 137 = None

b. Payments for approval

Date	Payee	Ref	Item	Chq No	Net	VAT	Gross
28/7/16	Mrs Ripley	T15	Wages July		£215.53		£215.53
28/8/16	Mrs Ripley	T16	Wages Aug		£215.73		£215.73
26/9/16	PC World	T17	Computer equipment		£342.09	£68.38	£410.47
28/9/16	Mrs Ripley	T18	Wages Sept		£215.53		£215.53
7/10/16	HM Rev & Cust	T19	PAYE		£161.80		£161.80
28/10/16	Mrs Ripley	T20	Wages Oct		£215.73		£215.73
2/11/16	Spald Rect Feoff	T21	Allotment Rent		£400.00		£400.00
22/11/16	Mrs K McKinnon		Litter collection	100809	£72.00		£72.00
22/11/16	Mrs J Ripley	T22	Expenses		£195.60		£195.60
22/11/16	Playmaintain	T23	Annual Play equip insp		£25.00	£5.00	£30.00
22/11/16	ICO		Data Protection	100810	£35.00		£35.00

Council RESOLVED to make payments as put before them.

c. Money In: £170.00 – SHDC Litter grant £530.50 Transparency Grant £529 & £290 Allotment Rent

d. Bank reconciliation and spend against budget for 2nd quarter to end September 2016

CLlr M Morris checked the bank statements against the reconciliation and agreed them.

e. To elect a new Bank signatory for Mandate change

CLlr M Morris was proposed, seconded and it was RESOLVED, CLlr M Morris will get the personal detail form agreed by Barclays and bring it to the next meeting. Clerk to complete a mandate change form ready for signing at next meeting.

9. 63.16 Correspondence: To note general correspondence

- a. NLDIDB – Invite to day visit to Drainage Board (circulated)
- b. Pension Regulator- Automatic enrolment declaration request
- c. LALC – news (circulated)
- d. LALC – Annual report
- e. LCC – 2016 Footpath cutting schedule
- f. Barclays – Bank Statement
- g. Pension Regulator –Declaration of compliance acknowledgement
- h. Local Government Boundary Commission – Final Recommendations (circulated)
- i. Barclays Bank – Statement
- j. LALC – Transparency Grant letter
- k. LALC – AGM & Conference information (circulated)
- l. Enforcement Bailiffs Ltd- Introduction letter
Keep on file
- m. SHDC – Smoke free play area sign
CLlr Winch to install
- n. Grant Thornton – Completed Audit
- o. Barclays Bank – Savings Interest rate reduction
- p. LCC – Sharing PC information
- q. SHDC – Vacancy in office of Parish Councillor
Advertised on boards and Web
- r. Playmaintain – Annual play equipment inspection report
- s. Playmaintain – Maintenance quotation for equipment

10. 64.16 To Discuss Playing Field

a. To Resolve on maintenance to play equipment following the annual inspection report

The annual play area inspection report findings were discussed along with the quotation for for maintenance work.

Council RESOLVED not to accept the quotation as it was considered too high.

It was proposed for CLlr M Morris to clean the equipment and trim shrubs where needed, for CLlr Winch to check if tape is needed where replacement caps were advised and to make safe the notice board. This is to be done by the March meeting. Item RESOLVED.

11. 65.16 Highways:

- a. Update on outstanding matters
CLlr M Morris reported that many pot holes in the area had been patched.
- b. New matters for report
Clerk to report the hedge overhanging the highway at farm yard next to 147 and opposite 142 Broadgate to Highways

12. 66.16 Planning:

Consultation:

H19-1075-16 Mr & Mrs Hughes, 323 Broadgate

Residential development (1 dwelling) Outline planning

Council supported this application

H19-1113-16 P Freeland, The Burrow, Luttgongate

Single storey annexe

Council supported this application

Approval:

H19-0539-16 Mr Coates, The Oaks, Broadgate

Outline planning for residential development (3 dwellings)

H19-0613-16 Bernard Matthews Ltd, Gedney Hill Farm , Luttongate Rd

Replace timber feed silos with steel type (retrospective)

Refusal:

H19-0782-16 Mr & Mrs Ward, Ashtree Farm, 92 Guanockgate Rd

Proposed Barn Conversion

Enforcement Notices: None

Appeals:

13. 67.16 To Resolve on village working party for maintenance

Following a discussion, it was proposed to form a working party, this to be achieved by each Councillor enlisting the help of at least one volunteer, this could then form the basis of the working party for a 2-monthly rotor. This was seconded and RESOLVED.

The following were proposed:

- Cllr Hunns to be working party co-ordinator
- 1st task to be tidy Village carpark
- 2nd task to be clean all signs in the village
- First working party to be held on March 25th at 11am to meet in village car park
- Cllr Winch to bring trailer for waste
- Clerk to put notices on all boards in village

The above were seconded and RESOLVED

14. 68.16 To update Council on Pension Scheme

The Clerk informed the Council that she had received confirmation of Council completed declaration of compliance with the Pensions Regulator.

15. 69.16 To Resolve on items for Parish Meeting

Two items were proposed for the Parish Meeting agenda:

Volunteer working party scheme

Defibrillator for the village

These were seconded and RESOLVED.

16. 70.16 To Resolve on project to commemorate Cllr S Morris

Cllr S Morris's family thanked council for this offer but declined.

17. 71.16 To Resolve on maintenance of Parish Council Village Car Park

This item was covered in item 13.

18. 72.16 To Resolve on Increasing Phone & Internet allowance to Clerk By £5 per month

Following a discussion where the following points were raised:

Cllr Hunns thought it would be hard to justify £5 per month increase to parishioners and asked could Gedney PC pay 2/3 of cost and SSE 1/3.

Cllr Winch considered it a very good deal that due to splitting cost with Gedney PC SSE got all phone and internet access for £20 per month.

Council RESOLVED to increase the allowance

19. 73.16 To Resolve on Budget and precept for 2017/18

Council RESOLVED on the Budget set before them.

Council RESOLVED to set the precept at £6100.00, a 6.09% increase on the previous year.

20. 74.16 Date of next meeting: March 28th 2016 at Village Hall following the Parish Meeting.

There being no more business the meeting closed at 8.20pm

Signature:

Date: