

**MINUTES OF THE SPROUGHTON PARISH COUNCIL MEETING HELD AT THE BARLEY ROOM, TITHE BARN, LOWER STREET, SPROUGHTON ON 9TH MARCH 2011, AT 7.35PM**

Councillors present:

Cllr B.Askew, Cllr D.Cheeseman, Cllr C.Davis, Cllr M.Everett, Cllr J.Kitson, Cllr J.Mardon, Cllr R.Lavington, Cllr S.Lavington

Mrs S. Frankis, Clerk & Responsible Financial Officer

County Cllr, Kathy Pollard

1 member of the public

The meeting was chaired by Cllr R.Lavington

176 APOLOGIES FOR ABSENCE TO BE RECEIVED

Apologies were received and accepted from -  
Cllr S.Curl, absence due to Parish Council duties.  
Cllr V.Durrant, absence due to social engagement.  
Cllr R.Finbow, absence due to illness.  
District Cllr, Peter Jones  
District Cllr, Nicholas Ridley

177 TO ACCEPT MEMBERS DECLARATIONS OF INTEREST

No declarations of interest were received.

178 TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 9TH FEBRUARY 2011

The minutes of the meeting held on 9th February 2011, having been circulated to all members, were confirmed and signed as an accurate record of the meeting. One minor grammatical error was noted.

179 REVIEW OF COUNCIL ACTIONS FROM THE PARISH COUNCIL MEETING HELD ON 9TH FEBRUARY 2011

There were no actions to consider.

7.40pm The meeting was adjourned to receive a report from County Cllr, Kathy Pollard. She advised there is to be an agenda item regarding the County Council Waste Core Strategy at the forthcoming Suffolk County Council cabinet meeting, to be held on 17th March 2011. She highlighted the following matters; (i) the County Council estimates the proposed allocation at Sproughton would increase the annual average daily number of HGV movements by 0.38%; (ii) at the proposed Sproughton allocation site, it is the meteorological conditions of the Gipping Valley (rather than the topographical conditions at Great Blakenham) which would be influential and that the stack height and design of any proposal would have to be responsive to the conditions at the site; (iii) on the basis of the desk-based exercise so far undertaken by the County Ecologist, the County Council considers that the proposed Sproughton allocation site is the most sensitive ecologically, to the extent that it would trigger appropriate assessment. Following the recent announcements regarding the proposed County Council cuts to services, Cllr Pollard encouraged individuals to add their names to the on-line petitions against the proposals and to assist those parishioners without internet access. She referred to the issue of abnormal loads travelling through Sproughton village and advised there is no-one at County Council responsible for the matter and who could assist the Parish Council with current issues. She suggested that as the drivers of foreign registered lorries committing HGV offences are exempt from prosecution, the matter should be brought to the attention of the Transport Minister.

Cllr D.Cheeseman referred to the recent visit by Ms Anna Mc Creadie, of Suffolk County Council, to the Parish Council. He advised how she appeared ignorant of the matter raised by the Parish Council of double taxation of devolved services by the County Council. The Clerk confirmed that, to date, the information requested by the Parish Council had not been forthcoming from Ms Mc Creadie.

7.55pm The meeting was reconvened. County Cllr, Kathy Pollard left the meeting.

180 TO RECEIVE THE REPORT OF THE PLANNING COMMITTEE

A list of planning applications and recommendations made by the Planning Committee since the last meeting had been circulated to all Councillors and noted.

181 FINANCE

(i) To Approve Payments and Budget Position

The statement of payments for February 2011 was approved.

(ii) To Consider Grant Requests

A grant request had been received from Sroughton Parochial Church Council for the servicing of the church clock. The Council unanimously agreed to award a grant of £144.00 to the Sroughton Parochial Church Council.

**Action:** The Clerk is to forward a cheque for £144.00 to the Sroughton Parochial Church Council.

(iii) To Consider the Findings of the Annual Review of Internal Audit and Systems of Internal Control

Cllr J.Kitson advised the findings of the review recommend that clause 6.2 of the Financial Regulations be amended to read: "6.2 The Clerk may make payment by use of the Council's credit card for: a) - incidental stationery and office supplies, and/or b) - the purchase of goods (typically foodstuffs and drinks) required for an official Council event (i.e. an event previously agreed at a regular or extraordinary meeting of the Council) up to a limit set for the event. The credit card limit is set at £500. The total of such payments must not exceed the lesser of: - the budget set by the Council for purchases for an event - the maximum limit on the card less the sum of all purchases outstanding on the card. The Council will control the expenditure by ensuring that the account statement is settled in full on the due date. Any such payments shall be reported to the Council at the next available Council meeting. A nominated member of the Council shall examine all such payments as made. Approval of the use of the Council's credit card shall be renewed by resolution of the Council every two years." The Council unanimously agreed to accept the recommendation.

182 TO RECEIVE THE REPORT OF THE 'GREEN' SPROUGHTON PANEL AND RELATED MATTERS

No written report had been received from the Green Panel.

Cllr J.Mardon advised that a meeting of the Green Panel had been held on 7th March 2011. She considered that a 2011 Cut Your Carbon survey would not be necessary and that any Green questions could be included in any future parish plan questionnaires. She advised that the Sroughton Spring Clean will be held on 2nd April 2011 and a plant swap will take place on 21st May 2011. She informed the meeting that Mr A.Brobbin no longer wished to administer the Green Sroughton and Tithe Barn websites. The next meeting of the Green Panel will be held on 7th April 2011.

Cllr R.Lavington requested clear proposals be forthcoming from the Green Panel for the Council to consider at the next Parish Council meeting.

Cllr M.Everett agreed to consider the administration of the Green Sroughton and Tithe Barn websites.

183 TO RECEIVE THE REPORT OF THE TRANSPORT PANEL AND RELATED TRAFFIC ISSUES

The report of the Transport Panel had been circulated to all Councillors prior to the meeting.

The Council unanimously agreed to take part in the Suffolk County Council 'Lorry Watch' scheme and to review the effectiveness of the scheme after nine months.

Cllr S.Lavington referred to the movement of abnormal loads through Sroughton village. The Council agreed to act as an indirect channel of information between the haulier, Abbeygate and Sroughton parishioners.

184 TITHE BARN

(i) To Consider Tithe Barn Matters

Cllr J.Kitson advised that Prestige Bars has approached the Parish Council with a proposal of working with the Council as a preferred supplier. Cllr J.Kitson referred to the proposed changes to the fire brigade response to fire alarm call outs. He advised that the Parish Council has written to the Suffolk County Council fire officer to seek clarification on how the proposals will effect the fire risk management of the Tithe Barn.

Cllr S.Lavington raised issues regarding the day to day management of the Tithe Barn; (i) broken metal grating close to the entrance to the Tithe Barn, (ii) the continual damage to the 'Car Park' sign, (iii) a need for pea shingle to be spread on the car park area.

(ii) To Consider the Renewal of the M.P.L.C. Licence

The Council agreed to renew the M.P.L.C. licence.

185 TO CONSIDER REQUESTS FOR MEMORIALS AT THE BURIAL GROUND AND RELATED MATTERS

There were no requests to consider.

8.55pm

186 TO CONSIDER THE TERMS OF THE SPROUGHTON COMMUNITY SHOP C.I.C.'S OCCUPATIONAL LICENCE FOR THE PERIOD 1ST APRIL 2011 TO 31ST MARCH 2012

Cllr R.Lavington and Cllr S.Lavington declared interests and duly signed the register. Cllr R.Lavington stepped down as chairman of the meeting. Cllr D.Cheeseman chaired the meeting.

The Council considered the Heads of Terms of the Licence to Occupy for the period 1st April 2011 to 31st March 2012

The Council unanimously agreed that a charge for the cost of water supplied to the Sproughton Community Shop would be waived for the period to 31st March 2012. The Council agreed to consider the merits of installing a water meter to enable an accurate measurement for consumption and cost.

The Council unanimously agreed that a charge of £120.00, for the period to 31st March 2012, would be made to the Sproughton Community Shop C.I.C., as a contribution towards the cost of the Tithe Barn property insurance premium.

The Council unanimously agreed to accept the Sproughton Community Shop C.I.C.'s offer of £500.00 annual rent, to be paid in ten monthly instalments, the first payment being due on 1st May 2011.

**Action:** The Clerk is to prepare an occupational licence for the period 1st April 2011 to 31st March 2012 and forward it to the Sproughton Community Shop C.I.C.

9.15pm Cllr D.Cheeseman stood down as Chairman of the meeting. Cllr R.Lavington re-took the Chair.

187 TO CONSIDER EXPENDITURE OF S106 RECREATION CONTRIBUTIONS HELD BY BABERGH DISTRICT COUNCIL

There were no updates to report.

188 TO CONSIDER THE RECIPIENT(S) OF THE SPROUGHTON PARISH COUNCIL 2011 LOCAL HERO AWARD (S)

The Council unanimously agreed to award 2011 Local Hero Awards to Mrs. Karen Howard, in recognition of her outstanding act of bravery in assisting at a road traffic accident and to Mr. James Flatman in recognition of his outstanding act of bravery in attempting a rescue from a house fire.

**Action:** The Clerk is to draft letters of notification to Mrs K.Howard and Mr J.Flatman.

189 TO AGREE THE TIME, DATE AND PLACE OF THE NEXT PARISH COUNCIL MEETING

The next Sproughton Parish Council meeting will be at 7.30pm, on 13th April 2011 at the Barley Room, Tithe Barn, Lower Street, Sproughton.

190 MATTERS RAISED BY MEMBERS

Cllr B.Askew asked for a list of local council members. It was suggested that the information would be available on the Babergh District Council and Mid Suffolk District Council websites.

The Clerk advised that the Annual Parish meeting will be held on 27th April 2011, at 7.30pm at the Tithe Barn, Lower Street, Sproughton.

The Clerk asked for an indication of which members would be standing at the forthcoming elections. One member advised that he intended to stand at the elections and three others indicated that they might.

Cllr R.Lavington suggested that a letter of thanks should be sent to the Suffolk County Council trading standards officer, Mr Peter Westcott.

**Action:** Cllr R.Lavington is to draft a letter to Mr P.Westcott.

Summary of Actions

181 FINANCE

(ii) To Consider Grant Requests

**Action:** The Clerk is to forward a cheque for £144.00 to the Sproughton Parochial Church Council.

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190 MATTERS RAISED BY MEMBERS

**Action:** Cllr R.Lavington is to draft a letter to Mr P.Westcott.

The meeting closed at 9.35pm.

Chairman : \_\_\_\_\_

Date: \_\_\_\_\_