

MINUTES OF THE SPROUGHTON PARISH COUNCIL MEETING HELD AT THE BARLEY ROOM, TITHE BARN, LOWER STREET, SPROUGHTON ON 9TH FEBRUARY 2011, AT 7.30PM

Councillors present:

Cllr S.Curl (Chairman), Cllr D.Cheeseman, Cllr C.Davis, Cllr V.Durrant, Cllr R.Finbow, Cllr J.Kitson, Cllr R.Lavington, Cllr S.Lavington

Mrs S. Frankis, Clerk & Responsible Financial Officer

District Cllr, Nicholas Ridley

3 members of the public

155 APOLOGIES FOR ABSENCE TO BE RECEIVED

Apologies were received and accepted from -

Cllr M.Everett, absence due to illness.

Cllr J.Mardon, absence due to incapacity.

District Cllr, Peter Jones

County Cllr, Kathy Pollard

156 TO ACCEPT MEMBERS DECLARATIONS OF INTEREST

No declarations of interest were received.

157 TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 19TH JANUARY 2011

The minutes of the meeting held on 19th January 2011, having been circulated to all members, were confirmed and signed as an accurate record of the meeting.

158 REVIEW OF COUNCIL ACTIONS FROM THE PARISH COUNCIL MEETING HELD ON 19TH JANUARY 2011

Re. minute no: 10/11 144 (iii) The Clerk advised that the Lions Club of Ipswich have accepted the Parish Council's offer of a discretionary hire charge and will hold their 2011 Art Show at the Tithe Barn.

7.35pm The meeting was adjourned to receive a report from District Cllr, Nicholas Ridley. He advised that Babergh District Council has set a 0% decrease / increase in their 2011/2012 council tax budget. The appointment of a CEO of the proposed merged Babergh and Mid Suffolk District Councils is expected to be announced by the end of June 2011. He outlined the proposed procedures for the public referendum regarding the merger of Babergh and Mid Suffolk District Councils.

Mr Price asked who to report HGV weight violations to. Cllr V.Durrant advised that Sproughton Parish Council has been approached by Suffolk County Council to take part in their Lorry Watch pilot scheme. He advised that a meeting will take place on 16th February 2011, to discuss the terms of the scheme with Suffolk County Council.

Mr Price referred to the number of over-sized boats that are transported through Sproughton village. He asked if it would be possible to obtain a schedule of transporter movements. Cllr V.Durrant agreed to request the information from Suffolk County Council.

Mrs A. Cronin reported that footpath number 23 is inaccessible. Cllr R.Lavington and Cllr S.Lavington agreed to look at the matter. The Clerk advised footpath number 23 is a Suffolk County Council category 2B footpath; this means that maintenance issues will only be addressed if resources permit. She advised that the matter has recently been reported to Suffolk County Council.

7.50pm The meeting was reconvened.

159 TO CONSIDER CO-OPTION TO FILL ONE PARISH COUNCILLOR VACANCY

Cllr S.Curl advised that Sproughton Parish Council had received notice from an interested party, asking to be considered for co-option onto the Council. It was proposed that the candidate, Mr Brian Askew, of 20 Gipping Way, Sproughton should be co-opted to fill one of the two vacancies. The Council voted

unanimously to co-opt Mr Askew onto Sproughton Parish Council. Mr Askew duly signed a Declaration of Acceptance of Office and joined the meeting.

Action: The Clerk is to advise Babergh District Council that Mr Askew has been co-opted to Sproughton Parish Council.

160 NATIONAL GRID CONSULTATION

Cllr S.Curl referred to the National Grid undergrounding consultation and advised that the deadline for submissions is 16th March 2011. The Council unanimously agreed to mandate Cllr S.Curl to draft a response to be considered at the Parish Council meeting to be held on 9th March 2011.

Action: Cllr S.Curl is to draft a response to National Grid.

161 TO CONSIDER CREATING AN EXTERNAL FUNDING PANEL

The Council unanimously agreed, in principle, to form an external funding panel and to work through the terms of reference for the panel.

Action: Cllr S.Curl is to draft the terms of reference for an external funding panel.

Cllr C.Davis advised he had attended a fundraising workshop on 8th February 2011.

162 TO CONSIDER ARRANGEMENTS AND AGREE TO UNDERWRITE THE 2011 SPROUGHTON BEER FESTIVAL AND JULY 2011 FAMILY DISCO

The Sproughton Beer Festival will take place 20th to 22nd May 2011. The Council unanimously agreed to underwrite the event by £3,000.00. The members of the organising panel will be Cllr S.Curl, Cllr M.Everett, Cllr R.Finbow, Mrs S.Frankis and either Mr N.Fuller or Mr N.Lister.

The next Sproughton Parish Council family disco will be held on 15th July 2011. The Council unanimously agreed to underwrite the event by £500.00.

163 TO CONSIDER NOMINATING A PARISH COUNCIL DIRECTOR TO THE PROPOSED SPROUGHTON MILLENNIUM GREEN LIMITED COMPANY

At the AGM of the Sproughton Millennium Green Trust, to be held on 23rd March 2011, the Trustees will be seeking public approval to amend the Trust Deed of January 1998, so as to appoint a sole corporate trustee, namely a new company called Sproughton Millennium Green Ltd. Sproughton Parish Council, along with Sproughton CEVCP School Board of Governors and Sproughton Parochial Church Council, has been invited to nominate a director to join the board of Sproughton Millennium Green Ltd., under the provision within the Articles of Association of the new company. The Council unanimously agreed to nominate Cllr S.Curl as the Sproughton Parish Council representative Director of the proposed Sproughton Millennium Green Limited Company.

Action: The Clerk is to advise the Chair of the Sproughton Millennium Green Trust that Sproughton Parish Council has agreed to nominate Cllr S.Curl as the Sproughton Parish Council representative Director of the proposed Sproughton Millennium Green Limited Company.

164 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.

165 FINANCE

(i) To Approve Payments and Budget Position

The statement of payments for January 2011 was approved.

(ii) To Consider Grant Requests

A grant request had been received from 1st Sproughton Brownies. The Council unanimously agreed to award a grant of £300.00 to the 1st Sproughton Brownie Pack.

Action: The Clerk is to forward a cheque for £300.00 to the 1st Sproughton Brownie Pack.

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

Cllr J.Kitson advised that the Council is required to carry out an annual review of the internal audit and systems of internal control. The review had been undertaken by Cllr J.Kitson and the Clerk and the findings presented to the Council. The Council unanimously agreed to accept the findings of the review.

- 166 'GREEN' SPROUGHTON PANEL
(i) To Receive the Report of the 'Green' Panel
No written report had been received from the Green Panel.
(ii) To Agree Renewal of Web Host and Web Domain Names for 2011
The Clerk advised that the web host will be due for renewal in April 2011; the cost will be £59.00 for the next 12 month period. The Clerk advised that the web domain names will be due for renewal in April 2011; the cost will be £15.00 and would secure the names for the next 24 month period. The Council unanimously agreed to renew the web host and web domain names.
- 167 TO RECEIVE THE REPORT OF THE TRANSPORT PANEL AND RELATED TRAFFIC ISSUES
No written report had been received from the Transport Panel.
Cllr S.Lavington referred to the December 2010 Suffolk County Council exhibition of S106 traffic mitigation measures and the formulated summary of residents' comments as discussed by the Transport Panel sub-group meeting, on 6th February 2011. The Council unanimously agreed to forward the summary of residents' comments to Julia Procter, Suffolk County Council.
Action: The Clerk is to forward the summary of residents' comments to Julia Procter, Suffolk County Council.
Cllr V.Durrant advised that the Transport Panel are due to meet with Suffolk County Council on 16th February 2011, to discuss the terms of the Suffolk County Council 'Lorry Watch' scheme and to seek assurance of its effectiveness.
- 168 TITHE BARN
(i) To Receive the Verbal Report of the Meeting Held on 2nd February 2011 to Consider Tithe Barn Matters
Cllr S.Curl advised that it had been agreed to 'doorstep' parishioners to seek ideas for usage of the Tithe Barn and to use the proposed promotional leaflet as an advertising aid. All ideas will then be taken through to the 2011 Annual Parish meeting.
(ii) To Consider Design of the Promotional Leaflet
There were no updates to report. Due to the urgency for this project to be completed, Cllr D.Cheeseman and Cllr S.Lavington agreed undertake the project.
(iii) To Adopt Fire Safety Arrangements for Hirers
Cllr J.Kitson has circulated the proposed fire safety documents to the Council prior to the meeting. The Council unanimously agreed to accept and adopt the proposed procedures.
- 169 TO CONSIDER REQUESTS FOR MEMORIALS AT THE BURIAL GROUND AND RELATED MATTERS
There were no requests to consider.
- 9.00pm
- 170 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 S.Curl declared an interest and duly signed the register. Cllr S.Curl stepped down as chairman of the meeting. Cllr D.Cheeseman chaired the meeting. Cllr R.Lavington duly signed the register. Cllr S.Curl and Cllr R.Lavington left the meeting. The Clerk reminded the meeting that Cllr S.Lavington had a personal and prejudicial interest in the agenda item, as his daughter-in-law is a paid employee of the Sproughton Community Shop C.I.C.. Cllr S.Lavington duly signed the register of interest; he continued to participate in the ensuing discussion and decisions.
Cllr J.Kitson circulated a report of the review that had been undertaken by Cllr D.Cheeseman and himself. The Council agreed to set the terms of the occupational licence for the period 1st April 2011 to 31st March 2012 at the Parish Council meeting to be held on 9th March 2011. Cllr D.Cheeseman and Cllr J.Kitson agreed to undertake to enter discussions with the Sproughton Community Shop C.I.C. to establish a proposed level of rent due for the forthcoming twelve month period.
- 171 TO CONSIDER A RESPONSE TO THE LETTER OF 10TH NOVEMBER 2010 FROM SPROUGHTON COMMUNITY SHOP C.I.C.

The Council unanimously agreed to seek clarification regarding the type of storage facility proposed by the Sproughton Community Shop C.I.C. for use adjacent to the exterior of the east wall of the shop. The Council unanimously agreed to accept the single rate payment of £10 per week for use of the Barley Room for the senior citizen lunch club as organised by the Sproughton Community Shop C.I.C. The Council agreed that it is unable to permit the Sproughton Shop C.I.C. use of the village lock-up as a storage facility as it is currently in use.

Action: The Clerk is to draft a response to the Sproughton Shop C.I.C..

9.45pm Cllr D.Cheeseman stood down as Chairman of the meeting. Cllr S.Curl re-took the Chair.

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

There were no updates to report.

173 TO CONSIDER EXPENDITURE OF THE 2010 BABERGH VILLAGE OF THE YEAR PRIZE FUND

The Council agreed to write to Sproughton Primary School, Sproughton Parochial Church Council, the Sproughton Toddler Group and the Millennium Green Trust to award a £100.00 grant to each and to invite them each to submit a proposal for the receipt of a grant. The Council agreed to retain £100.00 of the prize money for expenditure on the Tithe Barn 'flower bed'.

174 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 9th March 2011 at the Barley Room, Tithe Barn, Lower Street, Sproughton.

175 MATTERS RAISED BY MEMBERS

Cllr J.Kitson asked that the Parish Council considers the management of Tithe Barn matters. Cllr S.Curl, Cllr C.Davis, Cllr V.Durrant, Cllr J.Kitson and Cllr S.Lavington agreed to consider the matter.

Cllr C.Davis advised that he had received a telephone call from a suspected bogus caller regarding the sale of a burglary alarm system and the email alert circulated to the Council regarding the matter. Cllr S.Curl agreed to submit the email alert for inclusion in the next Parish Council article for publication in the community magazine.

Cllr D.Cheeseman advised that he had received notification from Tracy Brinkley, Babergh District Council Housing Enabling Officer that the proposed Church Lane development is on hold at this time as applicant is required to address various deficiencies in the application, the most fundamental of which is the proposed housing at the front of the site being in the Flood Zone.

Cllr S.Lavington suggested that the Parish Council forms an 'entertainments panel' or considers employing an entertainments officer.

Cllr S.Lavington asked, on behalf of the Green Panel, if anyone knew of any person to have installed P.V..

Summary of Actions

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Action: The Clerk is to advise Babergh District Council that Mr Askew has been co-opted to Sproughton Parish Council.

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Action: Cllr S.Curl is to draft a response to National Grid.

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Action: Cllr S.Curl is to draft the terms of reference for an external funding panel.

163 TO CONSIDER NOMINATING A PARISH COUNCIL DIRECTOR TO THE PROPOSED SPROUGHTON MILLENNIUM GREEN LIMITED COMPANY

Action: The Clerk is to advise the Chair of the Sproughton Millennium Green Trust that Sproughton Parish Council has agreed to nominate Cllr S.Curl as the Sproughton Parish Council representative Director of the proposed Sproughton Millennium Green Limited Company

165 FINANCE

(ii) To Consider Grant Requests

Action: The Clerk is to forward a cheque for £300.00 to the 1st Sproughton Brownie Pack.

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

Action: The Clerk is to forward the summary of residents' comments to Julia Procter, Suffolk County Council.

171 TO CONSIDER A RESPONSE TO THE LETTER OF 10TH NOVEMBER 2010 FROM SPROUGHTON COMMUNITY SHOP C.I.C.

Action: The Clerk is to draft a response to the Sproughton Shop C.I.C..

The meeting closed at 10.00pm.

Chairman : _____

Date: _____