

MINUTES of the meeting of Edwardstone Parish Council at Edwardstone Parish Hall on Monday 21 November 2016 at 7.30 pm

Present: S Norman (Chair), M Childs, C Britcher, P Clarke, S Flack, P Baker

In attendance: A Robinson (Clerk); B Hurren (BDC); J Finch (SCC) and Daphne Clark (Edwardstone Parish Hall)

1. **Apologies** - none
2. **Councillors' Declarations of Interest** – there were none.
3. **Reports**
 - 3.1. **Report from SCC** - J Finch had circulated his report prior to the meeting, giving further information about good results for Suffolk's Early Years Foundation Stage, plans for delivery of the new Greater Anglia rail franchise and the Be Safe and Seen in Suffolk road safety campaign which will provide thousands of primary school children with badge reflectors. Cllr Finch also gave his views on the current position with proposals for devolution, which he believes are very much in the interests of Suffolk people. C Britcher asked about infrastructure issues, in particular the congestion on the A12. Cllr Finch said that his team had already put in a bid for funding to Highways England for this and the A14. He is also keen to encourage more people onto the trains. He confirmed the further upgrading of broadband in Edwardstone, with all due to be complete by the end of 2017 including Priory Green, Mill Green and Round Maple. A Councillor gave details of an incident when 3 wagons and 6 men turned up to repair a pothole and will provide J Finch will full details. He will investigate as this seems a gross overuse of resources.
 - 3.2. **Report from BDC** – B Hurren said that Arthur Charvonia had been appointed as new Joint Chief Executive for BDC and MSDC and will take over early in the new year. Both Councils had voted to move operations to Endeavour House in Ipswich, and this is likely to happen from about June 2017. There are proposals for boundary changes and the Parish Council is likely to be consulted at some stage. BDC will vote on the devolution proposals tomorrow. He does not agree with the proposals he has heard to date. Locally, he confirmed that the Station Field development is up and running, and looks very good. The application for a mobile phone mast on the A1071 has been approved and should be functioning by May or June. It will service Vodaphone and O2 and should improve coverage at least as far as Edwardstone. He had agreed to try to find a solution for Edwardstone Parish Hall's structural problems with the disabled toilet extension. BDC's Building Control Manager has agreed to repair the defect and the grants team will fund it. D Clark said that once a meeting has been held and she has the offer in writing she will put it to the Parish Hall Committee. She will need a guarantee for the work. C Britcher asked about the appalling parking situation in Boxford. B Hurren agreed that it was bad but said that there are some schemes which may be put in hand in due course to alleviate the problem.
4. **The Minutes** of the meeting of 18 July 2016 were approved and signed, proposed M Childs and seconded C Britcher.
5. **Councillor vacancy** – no further applicants had come forward. The position will continue to be advertised.
6. **Highway and footpath matters**
 - 6.1. Potholes – S Flack said that the pothole outside her house had been marked but not yet repaired. The whole of this road, from the phone box to the White Horse and beyond (U8339) is in dire need of resurfacing and the Clerk will report this to SCC.
 - 6.2. Footpath cutting issues – P Baker said that following the report the Parish Council sent to SCC earlier this year, steps had been put in on the footpath from behind Edwardstone Hall towards Mill Green, and the existing steps and handrail further along had been repaired. He had walked the footpath from Tinywent again recently and due to natural dieback it is now

passable, but he will keep an eye on it. S Norman said that the farm manager had confirmed it would be cut next year but it will only get one cut.

6.3. The Chairman thanked P Clarke for putting up the No Horses signs. No horses have been seen on the path since the signs went up.

7. Reports and Questions from Councillors and Members of the Public

7.1. **Broadband** – See 3 above.

7.2. **Mobile phone mast** – See 3 above.

7.3. D Clark said that in the past Suffolk ACRE had looked after Village Halls and this then became Community Action Suffolk. Recently she had discovered that the Locality Officer had left and only 2 part time staff covered half of Suffolk so CAS were no longer able to provide an advisory service. The national ACRE office were unable to provide advice and suggested joining together with other Village Halls as a self help group.

8. Planning

8.1. **Planning applications received** – none.

8.2. **Planning decisions received** – B/16/01226/FHA/AS – extension to building formerly The Coach House, Edwardstone Hall CO10 5PH – approved; B/16/00729 Home Farm, Temple Bar, CO10 5PH – conversion of outbuilding – approved.

9. **Chairman's and Clerk's reports and correspondence** – no issues arising save that the Clerk will complete the SALC survey on public service provision.

10. Financial matters

10.1. The Statement of Finances and Orders for Payment were approved as under.

Business Premium Account as at 30 September 2016	£2517.45
Business Current Account as at 31 October 2016	<u>£7029.12</u>
Total	£9546.57

Payments received were Bank interest £0.31, HMRC VAT refund £88.38 and BDC 2nd half of precept £2812.50.

Cheque no	Amount	Payee	Purpose
100787	£83.71	Anita Robinson	Clerk's expenses July-Nov 2016
100788	£440.93	Anita Robinson	Clerk's salary 1/7/16-30/9/16
100799	£1.20	HMRC	Tax on clerk's salary
100790	£18	SALC	6 months payroll provision to 30/9/16
100791	£25	Royal British Legion	Poppy wreath
d/d	£60	Community Action Suffolk	Annual fee for hosting website
d/d	£13.36	Eon	Electricity July 2016
d/d	£15.68	Eon	Electricity Oct 2016
d/d	£35	Information Commissioner	Data Protection Registration 2016-17

10.2. The Annual Return was approved and accepted following receipt of the external auditor's opinion, which was that there were no issues.

10.3. A financial risk assessment for 2016-17 was carried out. Internal financial controls were reviewed and no issues were found.

10.4. Richard Norman has kindly agreed to continue as internal auditor and his appointment for 2016-17 was confirmed.

- 10.5. The RFO presented the draft budget which was accepted. As the precept information had now been received from BDC the Parish Council resolved to keep the precept for 2017-18 unchanged at £5625 and the precept form was signed. Councillors checked the half year accounts and bank reconciliation against the bank statements and approved them.
- 10.6. The Council considered the first tranche of donations including two new applications. P Clarke had been approached for a donation from the Parish Council to support a fundraising event at Boxford Village Hall for Peter Hibben who had suffered a stroke. He had done an enormous amount of voluntary work for the local area. The Council resolved to make a £100 donation to this. Another application had been received for support for a new bridge club in Boxford. The Council resolved not to make a donation at this stage but to ask for further information and will reconsider at its March meeting. The Council resolved to make the following donations under the General Power of Competence.

Cheque no	Amount	Payee
100792	£300	Edwardstone PCC
100793	£375	Edwardstone Millennium Green Trust
100794	£350	Edwardstone Parish Hall
100796	£100	Boxford Village Hall

- 10.7. The Council resolved to move its website to CAS as OneSuffolk were no longer able to host it, and to pay the annual fee of £50. The Clerk will apply for a Transparency Fund Grant to cover this cost and the cost of software for the new laptop. The Clerk confirmed that she had dealt with the declaration of compliance with the Pension Regulator.

11. Future Agenda items – footpaths, potholes.

12. **To set the dates for meetings in 2017** – dates proposed were 16 January, 20 March, 15 May, 17 July, 18 September and 20 November. The Clerk will check these dates with D Clark and confirm.

There being no further business, the Chairman closed the meeting at 9.20 pm.

Chairman

Date