

Stansfield Parish Council

Minutes of the meeting held on Wednesday 18th November 2015

Councillors present: Sarah Douglas Pennant (Chairman), Jane Ballard, Trevor Lang and Ed Cardozo

Also present: Mrs J Ince (clerk) and District Councillor Peter Stevens.

1. Acceptance of apologies for absence

Apologies were received from Sarah Hopkins and Robert Dennis.

2. Declaration of Interest in items on the agenda

No councillors declared an interest in any items on the agenda.

3. Report from Borough Councillor Peter Stevens

Peter Stevens spoke about:

- Street lights. The Borough's street lights are to be transferred to Suffolk County Council. LED bulbs and timers will be installed.
- The Borough Council has made the decision to charge for brown bins, but the exact amount is not known yet.
- There is still some locality funding available.

4. Approval of the minutes of the meeting held on Wednesday 16th September 2015

It was resolved that the minutes were correct. The chairman then signed them.

5. Police attendance at meetings

The Parish Council has received a letter from Suffolk Constabulary about future attendance at parish council meetings. If there is a specific local issue being discussed at a planned meeting or a police presence is required following a major incident, then the Police will send a representative. The Safer Neighbourhood Teams will continue to maintain liaison with parish councils. Local SNTs will continue to provide written reports on local crime issues until the Constabulary's new website goes live in 2016.

It was resolved that councillors would let the clerk know if there are any specific police issues in Stansfield so that the Police can be invited along when necessary.

6. Update on list of actions agreed at the last meeting

There are no outstanding councillor actions.

7. Finance

a) Approval of payments

It was resolved that the following payments would be approved:

- J P Ince, expenses, LGA 1972, s111 - **£16.60**

b) Electronic banking

The Council has now received a card reader from Barclays. Sarah Douglas Pennant and the clerk are now able to view the accounts online. As the cheque for the insurance has not yet been sent, it was resolved that Sarah Douglas Pennant and the clerk would be authorised to try to make the insurance payment of **£174.57** electronically. The Council verified recent payments against the Council's Excel accounts and confirmed that they were correct.

c) Purchase of archive boxes to dispose of planning applications

It was resolved that Sarah Douglas Pennant would destroy any Parish Council documents which no longer need to be kept.

d) Statement of receipts and payments made since the last meeting

It was resolved that the statement of receipts and payments would be approved.

e) To discuss the draft budget for 2016/17 and consider the following issues:

• **The level of reserves**

It was resolved that £200 would be allocated to reserves as the Council would like to build them up over the next few years.

It was also resolved that the following adjustments would be made to the draft budget:

- The amount allocated for subscriptions would be reduced by £15
- No money would be allocated for spring bulb planting
- No money would be allocated for future election costs as the Council already has £500 held in its reserves
- £280 would be allocated to cover the cost of a new litter bin

8. Highways/rights of way issues/Transport issues

a) To discuss the findings of the inspection of the Council's property and decide what action to take

It was resolved that:

- Ed Cardozo would obtain a quote for the tree works in the Chapel Burial Ground

- Trevor Lang would fix some cork board at the back of the notice board
- The clerk would contact Gemma O'Shea and Peter Stevens to find out if locality funding could be used to paint the phone box
- Sarah Douglas Pennant would find out when the Chapel burial ground was last strimmed

b) Grit bins

It was resolved that the existing locations for grit piles would be used, but that councillors would let the clerk know if any additional piles are required.

c) Emptying of the dog and litter bins

The bin at the churchyard is emptied by a resident. The link road bin is rarely emptied. It was resolved that:

- Trevor Lang would ask the Village Hall Committee if they would be happy for a new lock down wheelie bin and frame to be installed on the village hall corner by the grit bin and for the current dog bin to be removed.
- The Parish Council would purchase the new bin at a cost of £279.99 + VAT. There will be no future costs to have the bin emptied and it will be emptied fortnightly as part of the normal bin collection.

9. To set some alternative dates for a visit to the recycling facility at Gt Blakenham

The clerk was asked to contact the recycling facility and ask for some possible dates in the New Year.

12. Setting up a Twitter Account to pass on up-to-date information

It was resolved that this was not necessary in Stansfield as the Village Hall already has a Facebook page and information can be included on that. There is also a village and parish council website.

10. Correspondence:

a) Letter from St Edmundsbury Borough Council about their gypsy and traveller sites consultation

The Council is not aware of any possible sites in Stansfield

b) Queen's 90th Birthday celebrations on 11th and 12th June 2016

This information will be passed on to the Village Hall Committee.

c) E-mail from Suffolk Constabulary re Local Policing Information event on 10th December

The clerk asked councillors to notify her if they wish to attend.

d) E-mail from SEBC re lead thefts from churches - for information only

e) Consultation on the future of the fire service

Information about the consultation was passed on to councillors.

There being no further business the meeting closed at 8.50pm.

Signed (Chairman) Dated