

Preston St Mary Parish Council

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Minutes of the Annual Parish Council Meeting of Preston St Mary Parish Council held at 7.30 p.m. on Friday 30 June 2017 in the Village Hall

Present: - Councillors K. McGrory; K. Hanlon; R. Bardzinski; A Luck and R.Martin.

Also present: Nicola Smith-Parish Clerk, and District Councillor Mr Clive Arthey.

County Councillor Mr Robert Lindsay sent his apologies as he had other commitments that evening but had sent a report to the Clerk ahead of the meeting.

The Parish Clerk explained that unfortunately the Annual Parish Council Meeting that had been organised for the 23rd May 2017 could not achieve quorum, and therefore the Meeting had been re-arranged to the earliest possible date when quorum was achievable.

1. **To receive nominations for the position of Chair and to appoint the Chair**
Cllr Martin proposed Cllr McGrory, Cllr Bardzinski seconded, all Cllrs agreed. Cllr McGrory accepted the nomination and was therefore duly appointed as Chair.
2. **Chair to sign Acceptance of Office form**
Cllr Kerrie McGrory signed the Acceptance of Office Form, the declaration being made before the Parish Clerk who also signed.
3. **To receive nominations for the position of Vice-Chair and to appoint Vice-Chair**
Cllr Martin nominated Cllr Bardzinski. Cllr Hanlon seconded. All Cllrs agreed. Cllr Bardzinski accepted the nomination and was therefore duly appointed as Vice-Chair.
4. **Vice-Chair to sign Acceptance of Office Form**
Cllr Bardzinski signed the Acceptance of Office Form, the declaration being made before the Parish Clerk who also signed.
5. **Apologies**
 - i. Cllr Bisson had sent his apologies due to unforeseen circumstances;
 - ii. All Cllrs consented to accept Cllr Bisson's apology.
6. **To receive Members' Declarations of Interest**
 - i. No disclosures of pecuniary and non-pecuniary interests for the Agenda under discussions;
 - ii. No gifts of hospitality received;
 - iii. No requests for dispensation for pecuniary interests – not applicable for the Agenda under discussion.
7. **Minutes of Meeting:** All Cllrs confirmed that they read through the draft Minutes of 28 March 2017 and agreed them to be a true and accurate record. Chairman signed and dated the Minutes.

Signed.....

Dated.....

8. Matters arising from the Meeting on 28 March 2017

Agenda Item	Matter Arising	Action Taken
8ii	Can transparency monies claimed for be used to purchase a projector instead of a scanner.	Monies are to be used for the purpose of which they are claimed. No transparency monies were granted for a printer/scanner or indeed a projector. On further investigation the Clerk confirmed that a scanner had been purchased out of precept monies (not transparency grant) and she had contacted the retired Clerk and will arrange to collect it as it is a PC asset.
8iii	Co-option following resignation of Mat Shenton	PC is to consider co-option of Mr Jack Tasker at its September Meeting. Mr Tasker was away and therefore unable to attend this Meeting.
8iii	Draft Emergency Plan for PC to consider at May Meeting	Clerk has prepared a working draft for consideration and suggested amendments by the PC.
8iii	PPP	Mr Robyn Lloyd-Hughes and Mr Jack Tasker have together taken over the PPP and there has recently been a handover meeting with Caroline Gove.
8iii	Chevrons at Money Hole Corner	Councillors advised that these works had now been carried out. Cllr Martin queried why there was only one chevron he thought that it was agreed chevrons in both directions. Discussion took place and Clerk was asked to contact SCC Highways to clarify the matter.
8iii	Parking on Preston Road, Lavenham.	Lavenham PC are in constant discussions with SCC highways. Works on Water Street are taking precedence at the moment, but Lavenham PC continue to try to find a solution to Preston Road with highways.
12	Clerk had asked Cllr Bisson to ask Mr Gaye to forward details of the new bench and dedication that he would like to replace the old bench by the phone box with, so that Clerk could contact SCC.	Clerk had heard nothing from Mr Gaye. Clerk will ask Cllr Bisson to remind Mr Gaye to forward the information to her.

9. District Councillor, Mr Clive Arthey's report:

District Cllr Arthey reminded the PC that Babergh's move to Endeavour House is still on schedule for July/August.

Signed.....

Dated.....

The update from matters reported at the Annual Parish Assembly is in relation to the Boundary Commission review. The plan is for the current number of 43 wards to be reduced to 31 wards. Cllr Arthey's current ward size is over the 10% variance and as such it is potentially one of the wards whose boundaries may change. There is the potential for Preston St Mary to come out of ward and become part of a different ward. Would the Parish Council have any particular comments to make on any affiliation, or lack of affiliation, with neighbouring villages?

Following discussion Councillors answered that they would not, if possible, like to be in a different ward to Brent Eleigh and Kettlebaston. The last house in Whelp Street, is within the boundary of Brent Eleigh and the village has close links to Brent Eleigh and Kettlebaston.

10. County Councillor, Mr Robert Lindsay's report:

New Look County: Since being elected along with two other Green councillors in Suffolk, I have found myself in a council on which the Conservatives have increased their majority to 52 out of 5 seats. Greens have gone from two to three and Labour and LibDems have come down slightly. We Greens have teamed up with independents and LibDems to form a single group which will ensure that we have a presence on all committees and access to officers for briefings on what the 100% Conservative cabinet is up to. I have been appointed to the **audit committee** and the **pension committee**.

More say for backbenchers

Latest plans are for there to be four cabinet committees on the county council each with 12 members, to include two from our group and two from Labour, 8 Conservatives.

Risky Pension?

The pension committee is preparing to put the bulk of its £2.6bn in assets into a "pooled pot" with other local authorities across the East and South East as demanded by central Government. This will reduce, but not remove, the ability of Suffolk County Council to invest sums in the local economy, which is something I am keen so see it do. Though it is early days I would also like to see the pension fund examine whether it is wise to remain so heavily invested in fossil fuel companies since I agree with the Governor of the Bank of England, Mark Carney, who has warned that government legislation to cut CO2 emissions could pose a substantial risk to the value of oil and gas assets.

£400K on care beds for the dead

I have attended my first audit committee which heard that the council has inadvertently paid £400,000 to private care homes for beds for people who have died. This seems to have been a mixture of some care homes not telling the county when their patients have died while in other cases they told the county but no one in the county told the people making the payments. Fortunately, this was spotted by the head of internal audit and we are told better internal reporting measures introduced. The last time they checked the overpayments had reduced to just £40K. The county has recovered all the money it is owed. The county's own care homes were all outsourced about four years ago to Care UK. I suspect that when this contract happened county staff were not geared up to control payments.

Signed.....

Dated.....

Verge cutting

I asked highways what was going on with verge cutting on the back lanes since they are usually cut by now. The verge cutting schedule is now publicly available on the council website. <https://www.suffolk.gov.uk/assets/Roads-and-transport/Grass-Cutting-2017/Grass-cutting-Babergh.pdf>

A and B roads receive two cuts per year while minor roads get one cut, both of the first 1.2 metres of the verge. The schedule shows that minor roads in Preston should be done by end of July. You are probably aware the road maintenance outsourcing contract with Kier has not been very effective and staff on the contract are currently being reshuffled in an attempt to get problems sorted.

Pothole warden?

I am aware that potholes have been a big issue especially on some of our smaller country lanes such as around Preston. The pothole reporting tool on the county council website is effective at getting action, so reporting anything on there is really important. Trouble is everyone assumes that somebody else will have reported it. One suggestion to get around this is to appeal for a volunteer pothole recorder who can enter the locations of any potholes in the village on the site.

I look forward to working with you all and the Preston community.

11. Public Forum: No comments.**12. Correspondence:** (General correspondence had circulated by email to all Councillors).

- i. Email from parishioner concerning 3 x trees on the Village Green. Clerk had obtained document from Land Charges department confirming that the Village Green is owned by the PC. Following discussion Chairman proposed and Vice Chairman seconded that the Clerk should contact Suffolk Tree Services who have offered to give guidance on what maintenance the trees require (free of charge), and ask STS to provide guidance on all the trees on the Village Green so that a maintenance programme for those trees can then be considered alongside the PC precept monies.

13. Clerk's Report

- i. to consider schedule of items approved and awaiting authorisation;

Receipts since 28.03.17

Precept (1 of 2 payments)	2350.00	
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Schedule of Item approved (at meeting on 28/03/17)

100549 SALC Cllr Training	120.00	LGA1972
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Schedule of Items awaiting authorisation

100550 N Smith (salary)	204.12	LGA s112
100551 HMRC (tax and NI)	51.00	Inc&CorpTaxes Act
100552 Suffolkbiz (website)	100.00	LGA 1972
100553 E.on	25.59	LGA 1972
100554 SALC (subscriptions)	129.63	LGA 1972
100555 Chilton Office Supplies	100.80	LGA 1972
100556 PCC (50% of annual grant)	400.00	LGA 1972
100557 Village Hall (50% of annual grant)	400.00	LGA 1972
100558 Chilton office Supplies	63.00	LGA 1972
	1474.14	

Signed.....

Dated.....

- ii. To receive a report on the Council's financial position;

Summary:

B/Fwd as at 1 April 2017

Community Account	5180.03
Business Saver Account	501.02
Less unreconciled cheques	1131.61
Plus Precept (1 of 2)	2350.00

	6899.44
Less items awaiting authorisation	1474.14

	5425.30

- iii. to consider increasing the number of signatories on the Council's bank accounts (currently 2 signatories). Cllr Bardzinski had raised this with the Clerk. All Cllrs agreed it was a good idea to increase signatories from 2 to 4 (Standing Orders would be amended to reflect this change). Cllr McGrory and Cllr Hanlon both agreed to become signatories and bank mandate forms were provided to them to complete and take into the bank with their forms of ID.

14. Annual Accounts for the Year Ending 31 March 2017

- i. Cllrs had been provided with the Annual Accounts and Internal Auditors report prior to the Meeting. The Internal Audit had been successful.
- ii. Cllrs considered and approved the Annual Governance Statements for 2016/17. The Chair signed the statement as did the Clerk.
- iii. Clerk provided Cllrs with the current Asset Register which totals £3800. All Cllrs agreed this Asset Register. Cllrs considered and approved the Accounting Statement for 2016/17. The Chair signed the statement as did the Clerk.

15. Update on draft Emergency Plan: Cllrs had been provided with the first draft of the Plan prior to the Meeting. Next steps are to contact volunteers from the questionnaire regarding various roles, organise a "telephone tree", and finalise the draft. Clerk will report back at the next Meeting.

16. To consider and approve the Parish Council's arrangements within the village, in the event of the passing of a senior member of the Royal Family.

Following discussion Chair, Cllr McGrory proposed and Cllr Martin (all Cllrs agreed), the following:-

- the PC would have a representative present at any Church service within the Village;
- a joint letter of condolences from the PC and the PCC would be sent to Buckingham Palace;
- an article would be put in the local Preston Parish Paper;

17. Councillor's Report:

Cllr Hanlon reported that FP12 was overgrown, but it should be cut back shortly.

Cllr Hanlon had recently added a local authority arranged meeting where a talk was given about planning application. One of the speakers had indicated that they were happy to come along to PC Meetings and explain how the District Council applied criteria to planning applications. It was agreed by all that this would be useful, and Cllr Hanlon would try to arrange for the speaker to come along to a PC Meeting.

Signed.....

Dated.....

18/2017

18. Planning

Decision Notice Application No: B/17/00220 – Ghost Pond Barn, Rookwood Lane, Preston St Mary. Application under section 73 of the Town and Country Planning Act (1990) to remove condition 3 attached to B/05/01242/FUL (Conversion and extension of agricultural building to form 1 No. unit of holiday accommodation).
Permission has been refused.

Meeting closed at 8:40pm

Next Meeting: 19th September 2017

Signed.....

Dated.....