

Flempton cum Hengrave Parish Council

MINUTES

of the meeting held at St Catherine's Church, Flempton on

Monday 28th November 2016 at 7.30pm

Present: Councillors: David Bambury (Chair), Iris Evans and Nigel Salmon.

In attendance: Maximilian Clay (Clerk to the Council),
Borough Cllr Susan Glossop, County Cllr Rebecca Hopfensberger and 5 members of the public.

Appendixes referred to below form part of the authorised minutes.

1. Apologies

Apologies were received from Cllrs Christopher Large and Pamela Newborough and were approved.

2. Declarations of Interest

- a. There were no Pecuniary Interests declared.
- b. There were no Non-Pecuniary Interests declared.

3. Minutes

The following minutes of previous meetings were agreed as true records and were signed by the Chair:

- a. Meeting of the Parish Council on 14th March 2016. (*Appendix A*)
- b. Annual Meeting of the Parish Council on 16th May 2016. (*Appendix B*)
- c. Meeting of the Parish Council on 27th June 2016 (*Appendix C*)
- d. Meeting of the Parish Council on 26th July 2016 (*Appendix D*)
- e. Meeting of the Parish Council on 15th August 2016 (*Appendix E*)

4. Appointment of Clerk and RFO to the Council

- a. The Council unanimously ratified the appointment of Maximilian Clay as Clerk and RFO.
- b. The Chair was authorised to sign the contract of employment on behalf of the Council, once final review is complete.
- c. Payment of ongoing salary in accordance with the contract of employment was authorised.
- d. The Chair was authorised to write to the Council's bankers to authorise them to discuss accounts with the new Clerk and to use the new Clerk's address for correspondence.

5. Vote of thanks

Thanks were voted to Val Seaman, who has been maintaining the parish website. The Clerk will write to advise her of the fact.

6. Vacancies on the Parish Council

The Council unanimously co-opted Jean Lindsay and Norman Anthony (Tony) Tooth as members of the Council. Tony Tooth, being present, duly completed a declaration of acceptance of office and joined the members of the Council.

7. County & Borough Council Reports

- a. *County Councillor Rebecca Hopfensberger gave a verbal report.*

Savings of £40,000 are being sought from the County budget, the final version of which will be adopted in February. The NHS is currently developing its 5 year plans; these will incorporate proposals for potential efficiency improvements such as integration with social care services, merger of call centre services with improved triage, and adjustment of speciality services across Ipswich, West Suffolk and Colchester hospitals. There will be various public consultations in due course. All local trusts will be in deficit in the current year.

b. Borough Cllr Susan Glossop gave a verbal report.

The devolution proposal for Suffolk and Norfolk has failed, following the withdrawal of some areas. Meetings will now take place to explore devolution to Suffolk alone. The uptake of the paid-for domestic Brown bin service is increasing and is producing good quality contents. Blue bins (recycling) continue to be mis-used and attention to the advisory cards, distributed by the Council, was urged as the refuse is hand-sorted and contamination is a serious issue. Attention was drawn to issues concerning footpaths, which are being addressed. Fibre broadband is now available but the area continues to be a 'mobile dead-spot'; SG is trying to encourage the PCC to explore the possibility of having a mast installed on the Church tower in Flempton.

8. Public Forum

The question of the Bus Shelter repairs was raised by a member of the public - see items 9b and c, below.

9. Planning and Environment

a. There were no planning application consultations to consider.

b. Repair of the Bus Shelter in Flempton: Significant work is needed to re-roof the shelter, probably requiring the roof to be fully stripped back. The Clerk will check the listing status (*Post hoc note: the shelter is not listed*) as this will inform the approach to the works.

It was agreed that the Chair would seek a roofer's opinion as to the urgency of the works and for an initial assessment of the likely scope of the works. Once this is ascertained, three quotes will be sought in time for the financial implications to be discussed at the next meeting and included in the forthcoming budgeting process.

c. Ongoing maintenance of the Bus shelter in Flempton: It was agreed to find out whether it would be possible to review the previous arrangement for week-to-week maintenance for a payment of £20pa.

d. Arrangements for grass cutting: The Chair proposed continuation of the existing arrangements and this was agreed. It was noted that the Borough Council's charge of £112pa for cutting the triangle was on the high side but, as it abuts the main road, it remained the most satisfactory option.

e. Matters relating to the Greyhound public house were discussed. The pub remains closed and it was feared that it may be unlikely that it would open soon, due to the high costs of renovation. It was hoped that the new owners would either initiate the works soon or return the pub to the market. The unfortunate and unauthorised felling of trees was noted and it was reported that legal action is being considered.

f. The purchase of a VAS device and speed data monitoring module at a total cost of £2,875.00 plus VAT was agreed. It was noted that £2,500.00 has been granted and received from County and Borough Councillors' locality budgets. The Highways department had not yet responded to the request for permission to locate the sign and the Chair will pursue this.

10. Responsible Finance Officer's Business

- a. As the financial handover to the new Clerk and RFO had not been completed in advance of the meeting, preparation of the Summary Accounts for Quarter 2 of 2016/17 had not been possible and will be prepared in due course.
- b. As the financial handover had not been completed in advance of the meeting, preparation of the bank reconciliation to 30th September 2016 had not been possible and will be prepared in due course.
- c. As the financial handover had not been completed in advance of the meeting, preparation of a schedule of receipts had not been possible and will be prepared in due course.
- d. As the financial handover had not been completed in advance of the meeting, preparation of the schedule of payments had not been possible and will be prepared in due course. It was noted that the payment referred to at 9d had been approved under that item.
- e. It was agreed that the RFO would draft a budget for 2017/18 and circulate it for informal discussion amongst Councillors. A final draft budget will be presented to the Council approval at its meeting in January 2017. It was noted that the Precept had remained unchanged for over 12 years and that an increase for 2017/18 had become almost inevitable.

11. Councillors' reports and items for future agendas

- a. There were no reports on meetings attended.
- b. No forthcoming meetings were notified.
- c. No additional items for future agendas were suggested.
- d. The Chair reported that the Priest-in-Charge of the Lark Valley Benefice is very supportive of the Council's use of the Church for its meetings and is also keen to explore the potential for joint community events and other collaboration.

12. Future Meeting Dates

The following dates were agreed for the next two meetings of the Parish Council:

Monday **23rd January 2017, 7.30pm**, at St Catherine's Flempton

Monday **20th March 2017, 7.30pm**, at St Catherine's Flempton.

The meeting closed at 8.33pm

Copies to:

Borough Cllr Susan Glossop

County Cllr Rebecca Hopfensperger