

GREAT FINBOROUGH PARISH COUNCIL

Minutes of the Parish Council Meeting held on 11th June 2018 **in the Pettiward Hall**

Present: Cllr Peter Turner Cllr Sebastian Reeves Cllr Simon Tarabella
Cllr Robin Fisher Cllr Rob Nurton Cllr Archie Gemmell
Cllr Martin Burns
Paula Gladwell – Clerk County Cllr Penny Otton (part)
1 members of public

- 2018/1516 **Apologies for Absence** - District Cllr John Matthissen.
- 2018/1517 **Declarations of Interest in accordance with the council's Code of Conduct and requests for dispensations relating to Discloseable Pecuniary Interests** - None
- 2018/1518 **Minutes of Parish Council Meeting** - It was proposed by Cllr Tarabella that the minutes of the previous Parish Council Meeting were approved, with all in favour. The Parish Council Meeting minutes of 14th May 2018 were signed as a true record.
- 2018/1519 **District Cllr John Matthissen** – Cllr Matthissen's report has been circulated and is attached to these minutes.
- 2018/1520 **County Cllr Penny Otton** – Deferred.
- 2018/1521 **Public Participation** – Concerns were expressed regarding a shortage of newsletters in the print run due to new machines at Gipping Press. It was suggested that a cost for 10 extra copies each month be sought before agreeing to increase the copies to 380 to ensure all households received a free copy with enough extras to fulfil the requests from outside the parish.
- 2018/1522 **Clerks Report** - It was noted that a quote has been sought to cut back the shrubbery adjacent to the play area and work to clear this would be carried out as soon as possible. Ongoing maintenance of this area would be added to the current contract. It was confirmed that the vat reclaim had been received. It was confirmed that the cable for the VAS machine was working and data could now be downloaded. Cllr Burns will create a user friendly spreadsheet to record and distribute this data to police. It was confirmed that council did not wish to submit comments to the Suffolk Minerals & Waste Local Plan third stage consultation at this time,.
- 2018/1523 **County Cllr Penny Otton** - Cllr Otton gave her report which had been circulated and is attached to these minutes.
- 2018/1524 **Planning** – There were no applications to consider.
- 2018/1525 The following MSDC decisions were noted; DC/17/06211 Erection of teaching block, Finborough School, The Hall, Finborough Park - GRANTED
- 2018/1526 **Finance** – The Finance report for June 2018 was approved.
- 2018/1527 The following payments were approved. Prop Cllr Turner, Sec Cllr Reeves with all in favour, Staff salaries for May 2018
- 2018/1528 Hall Hire £117.00
- 2018/1529 Community Heartbeat Trust electrical install £240.00
- 2018/1530 Karl Hobbs bacs £40.00
- 2018/1531 It was resolved to approve the payment of Green Scene invoices under the maintenance contract by electronic bacs payment with all payments being brought to the next available council meeting for authorisation. Proposed by Cllr Turner, sec Cllr Reeves with all in favour.
- 2018/1532 **Footpaths** - The Footpath Officer reported no problems other than seasonally overgrown in places.
- 2018/1533 **Correspondence** – It was agreed that the clerk would respond to a residents emailed concerns regarding speeding traffic in Buxhall Road.

- 2018/1534 There were no comments to other tabled correspondence.
- 2018/1535 **Standing Orders** - It was resolved to approve the amended Standing Orders to reflect the wording within the new NALC model recently issued. Proposed Cllr Turner with all in favour.
- 2018/1536 **General Data Protection Regulations** - The updated Action Plan and Internal Register of Data Processing Activities were noted. It was resolved to approve and distribute as necessary the following documents drafted to comply with GDPR. General Privacy Notice, Staff Privacy Notice, Subject Access Policy, Consent Form, amended Data Protection Policy and amended Document Retention Policy. Proposed by Cllr Turner, sec Cllr Tarabella with all in favour.
It was agreed that Data Sharing and Training was adequately covered within existing documents, provision of a website policy and cookies policy together with a procedure for reporting breaches was considered.
- 2018/1537 **Future Projects** - Several suggestions were put forward regarding the provision of sport and leisure facilities and various funding streams discussed including current CIL and S106 monies available. It was agreed that consideration of the purchase of a speed gun for the sole use of Great Finborough be added to the next agenda. The addition of wire to the bottom of the car park fencing would be considered at the next meeting.
- 2018/1538 **Matters to be brought to the attention of the council** – The clerk will chase up the position of SCC Highways regarding the laying of concrete on the highways verge to enable access to property over the kerb. The pavement damage due to roots will also be chased up.

Cllr Otton and Cllr Gemmell gave their apologies for next meeting

Next meeting of the Parish Council - Monday 9th July 2018 at 7.30pm