

# GREAT FINBOROUGH PARISH COUNCIL

## Minutes of the Annual Parish Council Meeting held on 11<sup>th</sup> September 2017 in the Pettiward Hall

Present: Cllr Peter Turner                      Cllr Robin Fisher  
            Cllr Rob Nurton                      Cllr Archie Gemmell  
            Paula Gladwell – Clerk  
            0 members of public                      Cllr County Cllr Otton (part)

- 2017/1288 **Apologies for Absence** - Cllr Martin Burns, Cllr Simon Tarabella, Cllr Sebastian Reeves (part) District Cllr Matthissen
- 2017/1289 **Declarations of Interest in accordance with the council's Code of Conduct and requests for dispensations relating to Discloseable Pecuniary Interests** - None
- 2017/1290 **Minutes of Parish Council Meeting** - It was proposed by Cllr Turner that the minutes of the previous Parish Council Meetings were approved, with all in favour. The Parish Council Meeting minutes of 10<sup>th</sup> July 2017 and 31<sup>st</sup> July 2017 were signed as a true record.
- 2017/1291 **District Cllr John Matthissen** – Cllr Matthissen's report had been circulated and is attached to these minutes.
- 2017/1292 **County Cllr Penny Otton** – Cllr Otton gave her report which had been circulated and is attached to these minutes. Cllr Otton noted that it is pleasing to see the 40mph signs finally up.
- 2017/1293 **Public Participation** – No questions
- 2017/1294 **Clerks Report** – The grit bin for the school triangle has been delivered and the contribution from Cllr Otton banked. The annual playground inspection has been carried out and we await the report. Interim playground checks are now being carried out by Cllrs Tarabella and Turner with records kept by the clerk. Inconsiderate drivers parking in Valley Lane have been asked to refrain from damaging the verges and pull in. SCC Highways have agreed to repair the existing damage and erect some "passing only" signs. It was noted that council had been consulted on planning application no. 17/D/03304 in error as site is in Hitcham.
- 2017/1295 **Planning** – It was Resolved to submit the following comments to MSDC for applications; DC/17/04257 Outline Planning Application (all matters reserved) – Change of use of land and erection of 2no. one and a half storey dwellings with garages and formation of 2no. new vehicular accesses – Land to north of Combs Lane – *"Great Finborough Parish Council have NO OBJECTION to this application based on the information available."*
- 2017/1296 DC/17/04199 Severance of part of existing residential curtilage and erection of 1 no. single storey dwelling – The Cottage, High Road – *"Great Finborough Parish Council have NO OBJECTION to this application based on the information available however would like to ensure that SCC Highways are made aware of the very restrictive access into this site from a single lane width rural road which could prove problematic during construction."*
- 2017/1297 The following MSDC decisions were noted; DC/17/02821 and DC/17/02822 Extensions and alterations to dining hall – Finborough School, The Hall, Finborough Park – GRANTED.
- 2017/1298 **Finance** – The Finance report for September 2017 was approved
- 2017/1299 The following payments were approved. Prop Cllr Turner, seconded Cllr Fisher, with all in favour, Staff salaries for July and August 2017
- 2017/1300 Gipping Press £182.12
- 2017/1301 Rewts £180.00
- 2017/1302 Community Heartbeat Trust £2130.00
- 2017/1303 BDO Audit £120.00
- 2017/1304 LCPAS Course £20.00
- 2017/1305 Reece Grit Bins £115.80

- 2017/1306 It was Resolved to purchase a Dog Litter bin for siting at the entrance to the footpath on Combs lane at cost of £104.00, Proposed Cllr Turner, sec Cllr Fisher with all in favour.
- 2017/1307 The completion of the BDO external audit was noted, there were no issues arising that required action.
- 2017/1308 Following a review of the assets and insurance cover and a higher alternative quote it was resolved to accept the renewal quote from CAS at £236.02 proposed by Cllr Turner with all in favour. It was agreed that an amended premium quote be sought for adding the defibrillator, SID and other assets.
- Item 16 was brought forward.
- 2017/1309 **Church Road improvements** – SCC Highways have visited the site and given support for the improvements with a recommendation that bull nose edging is used where the area abuts the highway. Zoey Banthorpe at MSDC has confirmed that S106 money would not be available to help with funding. Following discussion and consideration of the budget, funding and quotes for the improvement to the parking area in Church Road it was Resolved to engage The Earthwood Tree Co. to carry out the tree work at £500 and D J Haill to lay tarmac and bull nose edgings at £4745 together with the purchase of up to 6 new edging posts, total cost to not exceed £5,400 under this resolution. Proposed Cllr Turner sec Cllr Nurton with all in favour.
- Cllr Reeves left the meeting.
- 2017/1310 **To review Internal Controls** - Standing Orders and Financial Regulations together with all policies and procedures were reviewed with no amendments proposed. It was resolved to approve the reviewed documents. Proposed Cllr Turner with all in favour.
- 2017/1311 The Risk Assessment, including Litter Pickers and Clerks workplace risk assessments were reviewed with no amendments proposed. It was resolved to approve the review of the Risk Assessment, proposed Cllr Turner with all in favour.
- 2017/1312 **Effectiveness of Internal Control** – A review of the effectiveness of councils governing arrangements and systems of internal control was carried out. All controls in place were felt to be effective and no areas for development were identified.
- 2017/1313 **Annual Playground Report** – As the report has not yet been received from MSDC this was deferred to the next meeting.
- 2017/1314 **Footpaths** – The Footpath Warden reported that he had carried out some side growth trimming on some paths. No other issues reported.
- 2017/1315 **Provision of Defibrillator** – It was noted that the contractor engaged to clean the phone box has promised this will be carried out by next week. It was confirmed that the equipment has been ordered and installation will be actioned by CHT as soon as possible.
- 2017/1316 Training sessions and a resident awareness programme will be arranged once the equipment has been installed and information on how this should be carried out is received from CHT.
- 2017/1317 **Provision of SID/VAS** – The SCC site survey and approvals was noted. It was agreed to action the 9 sites approved. Site no. 2 has the existing solar speed indicator device and it was agreed that this should remain therefore this post cannot be used for the new mobile device.
- 2017/1318 It has been recommended by SCC Highways that the three sites using parish council owned lamp columns will need independent assessment as to their suitability to hold the equipment at an estimated cost of £20 each. It was Resolved to action these checks Prop Cllr Turner, sec Cllr Fisher with all in favour.
- 2017/1319 It was Resolved to purchase the Tempodis 230 Si from Radarlux as quoted at €2710, a British stockist will be sought before placing an order from Germany. Proposed Cllr Turner, sec Cllr Fisher with all in favour.
- 2017/1320 It was noted that the Agreement with SCC had been prepared and would be submitted with the confirmation of sites.
- 2017/1321 Ongoing management of the project was considered and it was agreed that Cllrs Turner, Nurton and Tarabella would prepare a rota and schedule of movements

together with acknowledgement and preparation of all safety measures. It was confirmed that Cllrs Otton and Matthissen had both pledged £500 each towards this project.

Item 16 had been brought forward

2017/1322 **Correspondence** – There were no comments to tabled correspondence.

2017/1323 **To consider the Babergh and Mid Suffolk Joint Local Plan Consultation** – Deferred.

2017/1324 **Matters to be brought to the attention of the council** – It was noted that the Post Office van had been erratic in its attendance lately, Cllr Turner has repeatedly asked that they inform us when they cannot attend so that relevant information can be posted.

The fly tipping in Stowmarket Road will be reported.

Concern were expressed regarding residents driving over raised kerbs and pavements to park in gardens, this will be highlighted to SCC Highways.

It was noted that the next Community Litter Pick arrangements should be included on the October agenda.

Next meeting; Monday 9<sup>th</sup> October 2017 at 7.30pm