

# GREAT FINBOROUGH PARISH COUNCIL

## **Minutes of the Parish Council Meeting held on 14<sup>th</sup> September 2015** **in the Pettiward Hall**

Present: Cllr. Peter Turner                      Cllr. Robin Fisher  
            Cllr Archie Gemmell                  Cllr Martin Burns

Paula Gladwell – Clerk  
3 members of public

County Cllr Otton (part)  
District Cllr Matthissen (part)

2015/789 **Apologies for Absence** - Cllr Simon Tarabella, Cllr Rob Nurton, PCSO Steve Pendergast  
2015/790 **Declarations of Interest** – None  
2015/791 **Minutes of Parish Council Meeting** - It was proposed by Cllr Burns that the minutes of the previous Parish Council Meeting were approved with all in favour. The Parish Council Meeting minutes of 13<sup>th</sup> July 2015 were signed as a true record.

Adjournment for:

**SNT Police** – PCSO Steve Pendergast's report had been received and circulated. It was noted that the Safer Neighbourhood Team would no longer be routinely attending parish council meetings and they would not be providing a written report anymore. We are asked in future to seek information from their online crime map via <http://www.police.uk/suffolk/H44/crime/2015-06/all-crime/> or alternatively through the website <http://www.suffolk.police.uk/> It was noted that the quarterly Priority Tasking Meetings had also been cancelled.

**Public Participation** – Council extended their grateful thanks to our litter picker, Harry who has served the village so well over the last 4 and half years keeping our communal open spaces clean and tidy. Harry is off to University and was wished all the best for his future.

A community litter pick is arranged for Sunday 22<sup>nd</sup> November 2015, 10am start at the Car Park, everyone is urged to join in.

Council extended their thanks to Norman for his kind offer to continue to hold a key for the notice board and be the point of contact for advertisements and notices. It was agreed that the existing policy for advertising remains for notices that are "in the interests of the village or for a charity" and "as long as space is available" and Norman would continue to police this.

Meeting resumed:

2015/792 **Clerks Report** – There is now a speed limit panel at SCC which will finally be able to assess our request to extend the High Road 30mph limit. A report will be filed by the Highways officer and we await the panels' response.

2015/793 Concerns regarding the fire at Woodpecker Hill have been expressed in an article for the newsletter.

2015/794 **Appointment of Litter Picker** – It was resolved to offer the litter picker position to George Hogg, Proposed by Cllr Turner, sec Cllr Burn with all in favour. Letter of appointment and terms will be drafted.

2015/795 **Planning** – It was resolved to submit the following response to application no. 2735/15  
Erection of side conservatory extension, 4 Pettiward Close – *"Great Finborough Parish Council have NO OBJECTION to this application based on the information available"*

2015/796 There were no MSDC decisions to note

2015/797 **Finance** – The clerk's financial report for September 2015 was approved.

2015/798 The following payments were approved. Prop Cllr Turner with all in favour, Staff salaries for July & August,  
2015/799 Gipping Press £159.85 and £1.85  
2015/800 BDO Audit £276.00  
2015/801 Bench fixing materials £40.00

2015/802 Anglian Water £15.70

Meeting adjourned:

**County Councillor Penny Otton** – Cllr Otton's gave her report which has been circulated.

Meeting resumed:

2015/803 The completion of the BDO external audit was noted, there were no issues arising that required action.

2015/804 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 £219.59 proposed by Cllr Turner, sec Cllr Fisher with all in favour.

2015/805 **Correspondence** – There were no comments to tabled correspondence.

2015/806 **Village Maintenance** – Quotes for the repair to the surfacing have not yet been received, Cllr Turner agreed to chase them up. It was agreed that a repair of the already lifted surface should be carried out as soon as possible with further quotes obtained to replace all the other safety surfacing.  
It was appreciated that the equipment affected had been out of action for a long time and it was suggested that a public apology be put forward with an explanation of the reasons for the delay. It was agreed that outside funding would be needed to enable the replacement of all the defective surfacing and grant schemes would need to be sourced as soon as the quotes could be considered.

2015/807 It was resolved to approve the wording and colours for the new car park signage, proposed Cllr Gemmell with all in favour. Cllr Turner will order.

Meeting adjourned:

**District Councillor John Matthissen** – Cllr Matthissen gave his report which has been circulated.

Meeting resumed:

2015/808 **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.

The Risk Assessment was reviewed and an amendment made to confirm the council's registration with the Information Commissioners Office. It was resolved to approve the amended Risk Assessment, proposed Cllr Turner with all in favour.

2015/ 809 Consideration of additional policies for governing the conduct and business of the council was deferred to the next meeting.

2015/810 **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.

2015/811 **Village Event** – It was resolved to establish a Village Event Working Group whose remit will be to facilitate the organisation of a village event for 2016, seek volunteer help, ideas and suggestions, review and present recommendations to the council.

2015/812 **Production of an Emergency Plan** – Deferred.

2015/813 **Street Light Working Group Report** – It was noted that SCC no longer carry out structural checks and to commission these checks just for the village would cost £1000 per day. It was resolved to carry out regular visual inspections on all parish council owned light columns and to ask SCC to add a survey of our posts to any scheduled checks they may make in future. The recent consultation project to gauge support for replacement of the street lights received very few responses therefore it was agreed not to pursue a replacement scheme at this time.

2015/814 **Matters to be brought to the attention of the council** – It was noted that the Budget Working Group will meet to commence the budget process, it was noted that membership of the WG had been reduced following the election and Cllr Tarabella would be asked to join the group.

Next meeting Monday 19<sup>th</sup> November 2015 at 7.30pm