

GREAT FINBOROUGH PARISH COUNCIL

Minutes of the Parish Council Meeting held on 8th June 2015 **in the Pettiward Hall**

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

 Paula Gladwell – Clerk County Cllr Otton (part)
 2 members of public District Cllr Matthissen (part)

- 2015/741 **Apologies for Absence** - Cllr. Rob Nurton, PCSO Ryan Brunning
- 2015/742 **Co option of vacancies** - It was proposed by Cllr Turner that Martin Burns be co-opted on to Great Finborough Parish Council, resolved with all in Favour. Cllr Burns duly signed the Declaration of Office and was welcomed to the table.
- 2015/743 **Declarations of Interest** – None
- 2015/744 **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 12th May 2015 were signed as a true record.
- Adjournment for:
- District Councillor John Matthissen** – Cllr Matthissen gave his report which will be circulated.
- SNT Police** – PCSO Ryan Brunning's report had been received and circulated.
- Public Participation** – The Garden Club have kindly offered a donation towards the provision of a bench on High Road and a picnic table at the Wildflower Meadow. Council were encouraged to enter a team in the police organised annual quiz. It was noted that the footpath between Valley Lane and the Allotments had not been cut and was difficult to walk due to nettles. Rewts would be chased to get this done as soon as possible and to deal with the nettles for future years. It was suggested that some sort of remedial work be looked into for the Street Lights in order to prolong their life rather than remove them and replace.
- County Councillor Penny Otton** – Cllr Otton gave her report which has been circulated.
- Meeting resumed:
- 2015/745 **Clerks Report** – The Governments auto enrolment for pensions date for Great Finborough Parish Council is 1st August 2016. Current employee income levels are below the minimum to trigger compulsory pension contributions however if employees request it a pension provision must be provided but there is no requirement for the council to contribute financially. It was noted that a letter would need to be sent to all staff informing them of their entitlements.
- 2015/746 The Freedom of Information publication scheme has been updated and detail will be added to the website along with the required financial data under the new Transparency Act. Comment has been received that the old village website is still online and accessible, Cllr Burns will look to removing it or adding a link to the new one should anyone visit it by mistake.
- 2015/746 It was agreed that the Forward Planning Group meetings be reinstated with a view to forming a project plan for the future of this council's 4 year term. A meeting was agreed for 19th August at 7pm with suggestions that the group look at the process of a Neighbourhood Plan or updated village appraisal as well as the provision of facilities.
- 2015/747 A meeting with the head of sport at Finborough Hall School proved extremely beneficial with a tour of the facilities and the offer of inclusion in various sporting activities enabling the community to actively use the sports hall. A taster event for badminton or netball will be arranged where residents can join in with sessions during the new term in order to gauge the interest of the community. It was confirmed that community groups are more

- than welcome at the school and the hall is currently used on several occasions each week by sporting groups from Stowmarket and surrounding areas.
- 2015/748 **Planning** – It was resolved to send the following comments to MSDC for application no. 1428/15 Erection of first floor side extension. Erection of front porch extension. Demolition of existing garage. Render to external walls. Reroofing dwelling. Erection of pitched roofs on existing side extensions. Erection of window shutters, The Old Police House – *"Great Finborough Parish Council have NO OBJECTION to this application based on the information available"*
- 2015/749 There were no MSDC decisions to note.
- 2015/750 **Finance** – The clerk's financial report for June 2015 was approved.
- 2015/751 The following payments were approved. Prop Cllr Turner with all in favour, Staff salaries for May,
- 2015/752 Rewts £174.00
- 2015/753 It was resolved to pay by electronic payment the invoice for MSDC bin emptying for £354.00 as the cheque book was still with the internal auditor, Prop Cllr Turner with all in favour.
- 2015/754 Discussion on type, siting and costs for two new seats resulted in agreement to provide a maintenance free bench at £299.99 for the green and a picnic table at £399.99 for the Wildflower Meadow. Prop Cllr Turner with all in favour. Thanks were extended to the Garden Club for their generous donation enabling these seats to be provided for the community. It was agreed that installation may mean a couple of bags of cement and a working party to put the seats in place.
- 2015/755 The completion of the Internal Audit by Heelis & Lodge was noted. All was shown to be in order with only a recommendation to notify the Information Commissioners Office. The Annual Return for 2015 will now be sent to BDO for External Audit.
- 2015/756 Consideration was given to the requirement to notify with the Information Commissioners Office regarding the electronic use of personal information. The Internal Audit highlighted the fact the council were not registered with the ICO and suggested that they should be. The cost for registering is currently £35 per year. The clerk recommended that the council notify the ICO and put in place a Data Protection Policy. It was agreed to defer a decision on notifying until the next meeting in order to seek further information and draft a Data Protection Policy.
- 2015/757 **Correspondence** – There were no comments to tabled correspondence.
- 2015/758 **Street Lighting** – The lack of response to the public consultation and in view of some public comments it was agreed that before looking further at replacement of the street lights a structural survey should be carried out to ascertain whether any remedial work could prolong the service of the current lights and to confirm which if any needed short term replacement. SCC Highways will be asked to arrange the survey, quoted last year at approx £200.
- 2015/759 **Village Maintenance** –
Adventure Play, the installers of the play area have been tracked down but have ceased trading and been taken over by another play company. The new company deny all responsibility, as was expected, however they have agreed to come out and take a look and advise on repairs. They are unlikely to stand by the discrepancy in the levels of soft poor surface that do not compare favourably with the criteria stated on their website. Cllr Burn will set up the site visit and report back.
- 2015/760 The Wildflower Meadow has again been sprayed off but no planting has been carried out. Cllr Turner agreed to now take over the control of weeds throughout the summer and will arrange planting in the autumn. It was agreed that the lack of progress with the meadow is disappointing and that council will have to take back control of this from volunteers.
- 2015/761 It was agreed that the costs for replanting small areas of shrub border around the car park were unjustifiably high and an alternative should be sought to reduce ongoing maintenance costs. Discussion took place on the possibility of outside funding for a landscaping scheme that should have a lower ongoing maintenance in future. It was

2015/762

agreed not to replace the planting at this time with a view to providing a lower maintenance scheme for this area in the future.

Matters to be brought to the attention of the council – It was suggested that the council register with the mapping facility in order to use the facility to produce maps for use during council meetings.

Suggestions regarding the provision of a large village event were discussed, with the aim to include all groups in the village. It was agreed that an approach be made initially to both schools to try and coordinate a joint event with liaisons that will bring the community together. Further consideration of the format of such an event will be included on the next agenda.

It was agreed that the temporary amendment to the car park signs was no longer effective and new signs should be considered. Cllr Turner will seek quotes and the wording will be considered at the next meeting.

Next meeting Monday 13th July at 7.30pm