

MINUTES of the Annual Meeting of Stanton Parish Council held on 10 May 2018 at Stanton Community Village Hall at 7.00pm.

Present: F J Hart (Vice -Chairman), L Morris, J Mann, N Chapman, J Frizzell, M Scowcroft, J Miller, B Smithson, S Willcox

Also Present: County Cllr Joanna Spicer, Borough Cllr Jim Thorndyke.

The Vice Chair announced that on the 5th May 2018 the Clerk had received the resignation of Councillor and Chairman Kelvin McDonald due to a change in work commitments. Therefore, Cllr Hart would take on the role of Chairman for the beginning of the meeting.

1. Election of Chairman:

The Chairman asked for nominations for the position of Chairman for 2018-2019. Cllr Frizzell nominated Cllr Hart. The nomination was seconded by Cllr Morris. Cllr Smithson nominated Cllr Chapman. The nomination was seconded by Cllr Miller. There being no other nominations Cllrs were asked to vote by a show of hands in accordance with Standing Order 8. Cllr Hart received 3 votes and Cllr Chapman received 4 votes. Cllr Chapman accepted the position and was duly elected Chairman for 2018-1019. Cllr Chapman signed and dated the 'Acceptance of Office'. This was counter signed by the Responsible Officer. Cllr Chapman then took over the Chair for the meeting.

2. Election of Officers

- a. Vice Chairman.** The Chairman asked for nominations for the position of Vice Chairman. Cllr Frizzell nominated Cllr Hart. The nomination was seconded by Cllr Morris. There being no other nominations, Cllrs were asked to vote by a show of hands in accordance with Standing Order 8. Cllr Hart accepted the position and was duly elected Vice Chairman for 2018-19.
- b. Responsible Financial Officer/Clerk** Mrs Joy Hart accepted the position for 2018-12019
- c. Internal Auditor.** Mr Tony Mansfield is willing to continue and was elected to act as Internal Auditor for the year 2018-2019.

3. Apologies for absence: B Brown – reasons for absence accepted.

4. The minutes of the meeting on 12 April 2018 were approved by Cllr Smithson and seconded by Cllr Willcox.

5. Public Forum: The President of the WI, Maureen Johnson attended the meeting to discuss the planting of a tree in the Stanton Parish Council Cemetery as part of their Centenary Celebrations. After discussion the Council agreed to the planting in principle and referred the discussion regarding the exact location to the Cemetery working party to make a recommendation after a site visit.

Mr Gordon Lawrence from the Rickinghall Community Transport scheme attended to follow up on his letter sent to Council in March requesting a donation for a replacement bus. He had not received a response to that letter. The Chairman advised Mr Lawrence that any request for donations would be considered at the November budget meeting for the following year.

Mr Lawrence was accompanied by two persons who used the service regularly explaining that the bus service especially from Shepherds Grove Park was inadequate for hospital appointments and they were concerned how they might get to appointments if the service was lost. It was agreed that the Clerk will recirculate the letter for discussion at the next Council Meeting in June.

A resident, Mr Dodd attended to address the Council on his concerns about speeding on the A143 and gave details of two recent dangerous incidents involving a bus and a HGV. Mr Dodd asked CCllr Spicer why a 30mph was not being considered.

The Chairman assured Mr Dodd that the A143 had been discussed at the March meeting and that Council has written to Suffolk CC seeking a site visit to assess the risks. CCllr Spicer also addressed the meeting on the issues (See below)

Cllr Miller asked that after the resignation of Cllr McDonald he should be recognised for his hard work and over 20 years' service and ask that he be considered for a Community Recognition Award. The Clerk advised that as a Councillor he would not qualify for the award at the current time.

The Chairman asked that a letter be sent to thank him for his work and everything he has done over the years with the Council and to wish him the best of luck for the future. Clerk to deal.

6. Report from:

a. **B Cllr J Thorndyke** congratulated Cllr Chapman on his appointment as Chairman.

He reported on the flooding and had been instrumental in getting sweepers out to clear the roads after the flooding.

The amalgamation of Forest Heath and St Edmundsbury Borough Council is moving along and waiting for the Secretary of State to give permission. This will have an effect on the number of Councillors as there will be a reduction of 8 over the two Councils. Administration and procedures are now being sorted out and the two Councils will move forward as a 'Shadow council' under the banner of 'West Suffolk District Council' until final amalgamation on 1 April 2019

b. **S C Cllr J Spicer** reported that the white lines at Wyken have now been completed in the correct manner.

She gave credit to the Borough and County Councils for the swift response to the flash flooding that took place in the Village recently. She has been in the area at the time and felt quite privileged to see a number of people there helping each other out as the waters came down from Wyken Road. The Grundle had not flooded, the problem was utterly exceptional weather that caused so much rain and hail to come down in a very short time. It is probably an incident that would occur every ten years or so and there is not a lot that can be prepared for, for such freak storms.

After further discussion, CCllr Spicer said that there was no evidence to suggest that blocked drains were an issue before the deluge but accepted that some of them now need attention. She has visited the area with the Assistant Director of Highways Mark Stevens and will continue to liaise with them in respect of drain and ditch clearance.

The Chairman concluded that 88mm of rain had fallen in a very short time. The clearing of ditches and culverts may have helped especially along the Wyken Road.

In relation to the A143, CCllr Spicer addressed Mr Dodd's concerns and was aware of a request from the Council for a site meeting. Any changes to speed limits are very expensive as each junction would need to be a separate legal order and the number of KSI's (Killed and seriously injured) collisions on the road did not match the concerns of residents. The Parish Council may be asked to contribute financially to any project to reduce speed and provide safe crossings.

She has written to Samantha Bye in respect of the crossing point at the Rose and Crown and awaits a response.

Cllr Frizzell said that any expenditure would be to the advantage of residents to provide a safer environment and show that the Council are proactive in taking action.

CCllr Spicer suggested that a feasibility study could be done to see what sort of cost was involved. Meanwhile any proposed development at Shepherds Grove would involve a significant sum to be spent on improvements to services such as school places and health provision and could be used for road improvements.

7. Clerk's Report: Council discussed a minor error on the leaflet that had been published in that the precept for the Parish is provided by St Edmundsbury Borough Council and not the County Council. It was agreed that the leaflets could be delivered as they stand.

The Clerk also reported that compliance with GDPR is ongoing and she is currently working through the Action Plan checklist and has completed the Personal Data Audit Questionnaire, drafted a consent form and general privacy notices. Local training has been full and with the current information from SALC relating to the position of DPO there is still a lot of clarity required. Papers will be presented to the June Meeting.

8. Declarations of Interest: There were no declarations of interest.

9. Report from Village Hall Management Committee The Chairman reported some conflict of understanding between the VHMC and the Parish Council relating to the CCTV policy. The cameras were being viewed by a member of the VHMC for the purpose of ascertaining whether the car park was empty so he could lock the gates and avoid an unnecessary visit.

It was agreed that the Chairman will revisit the Policy and bring the matter back to the next meeting for discussion

10. Matters for discussion:

- a. The quotation from Hillcrest for the provision of **flowers for the village tubs** for £356.46 plus VAT was approved.
- b. The arrangements for the **best kept garden competition** were discussed. Cllr Smithson will design a certificate. Cllrs Frizzell, Mann, Miller and Morris will judge the gardens.
- c. **WW1BOL working group update.** A budget of up to £1000 for the event on 11 November 2018 was proposed by Cllr Hart (to include the purchase of the beacon) and seconded by Cllr Mann. This was approved. Cllr Hart advised Council that the War memorial was in need of a clean. It was agreed that the Clerk will obtain quotes for the cleaning of the War memorial to be brought back to the next meeting. The WI and Craft group has asked for permission to display poppies on the memorial which was approved.
- d. **Flooding in Stanton on 22 April**, (As above – Report from CCllr Spicer) The work on the Grundle has been completed but there is some Heras fencing and debris that needs removal. Clerk to contact Steven Halls with a request to remove the debris.
- e. **Defibrillator Project** Cllr Willcox reported the first defib is up and running. The second has arrived and is awaiting the installation of the cabinet on the Clock tower. The £600 donation from the WI has been received by the Clerk. The registration of the device will be sent to the East of England Ambulance by the Clerk once the cabinet is up and running.
- f. **Young persons activities.** Cllr Willcox reported that the Toddler Group is still going strong. She has been trying to get some interest in residents running their own clubs for young people but there has been a lack of interest. She will continue to canvass the village for ideas as to what clubs the children could attend with another appeal via Social Media. Clerk to put on Facebook and web site.

11. Statutory Business/Governance

- a. **Standing Orders 2018** was approved and adopted
- b. **Financial Regulations 2018** was approved and adopted
- c. **The Asset Register** was approved
- d. The **Statement of Internal Control 2018** was approved and adopted

12. Accounts

- a. The **end of year accounts, bank reconciliation and balance sheets** were approved.
- b. The **Annual Governance Statement 2018** was read and approved and signed by the Chairman and Responsible Financial Officer
- c. The **Statement of Accounts 2017-18** was approved and signed by the Chairman and Responsible Financial Officer

- d. The Local **Council Insurance Renewal** due on 1 June was approved for payment of a premium of £1814.64 by BACS. There has been a reduction in premium from last year due to transfer of business from Aviva to BHIB
- e. The accounts as below were approved by Cllr Miller and seconded by Cllr Mann.

PAYMENTS	£GROSS	£VAT	£NET	WHAT FOR	EXP. POWER
Dr Hassan and ptrns	353.65	58.94	294.71	Defibrillator installation	LGA 1972 S111
Anglian Water	4.00		4.00	Water charges pumping station	LGA 1972 S111
Mrs J Hart	12.00		12.00	Cleaning materials	Public Health Act 1936 ss 87
Mr P Palmer	5.99	0.99	5.00	Padlocks	LGA 1972 S111
GKW Groundworks	210.00	35.00	175.00	Emergency repairs soakaway covers	Open Spaces Act 1906, ss9 and 10
Extra Energy	65.24	3.11	62.13	Electricity charges - Floodlights	Open Spaces Act 1906, ss9 and 10
Talk talk (Apr)	39.12	6.52	32.60	Monthly telephone and broadband	LGA 1972 S111
Printer Inks	96.91	15.16	81.75	Printer Inks	LGA 1972 S111
Gentworks	558.00	93.00	465.00	Drinking fountain and bottle filler	LGA 1972 S111
Staff Salaries	929.29		929.29	Street Cleaner and Clerk salary	LGA 1972 S112
Barkers Print Ltd	152.00		152.00	Information leaflets - Assembly	LGA 1972 S142
RECEIPTS					
VHMC			127.01	Village Hall water refund	
Lloyds			2.45	Bank Interest	
St Edmundsbury BC			64540.00	Precept 2018-19	
HMRC			1290.87	VAT refund Q4 17-18	

13. Correspondence from Borough and County Councils

- a. **Play Area Inspection Reports** -Noted. Proposed by Cllr Hart that a new bin be purchased for the Play area as the old one has a ill fitting lid and is ineffective. Clerk to research and obtain details for new bin for next meeting. Work on other matters relating to loose rails and surface has been referred to contractors for action.
- b. **Homelessness Reduction Strategy survey** – Councillors to respond individually.
- c. Advertisement for **Community Engagement Group** – Noted and circulated
- d. Cllr Jane Storey re **A143 by pass request for site survey** – as per CCllr Spicers response above
- e. Cllr Joanna Spicer re **GDPR** – noted as per Clerks Report

14. Planning Applications:

a. New Applications received

DC/18/0700/TPO | TPO 248 (1997) - Tree Preservation Order -T1 Oak - Reduce 2no. low laterals growing over property by 3 metres (other work - remove major deadwood exempt works) - exempt) | 113A Shepherds Grove Park Stanton IP31 2BN (S P Landscapes)

RESPONSE – The Council considers this to be necessary work and there are no objections.

b. Previous applications decided

Reference	Address	PCC decision	St Eds decision	Decision date
DC17-2603-VAR	Rose and Crown site	Support	Granted	17/04/18
DC18-0114-FUL	2 Rose and Crown Court	Support	Granted	30/04/18
DC18-0115-LB	2 Rose and Crown Court	Support	Granted	30/04/18
DC18-0224-FUL	2 Parkside	Support	Granted	11/04/18
DC18-0498-TCA	Whispers, Wyken Road	Support	Granted	26/04/18

15. Correspondence

- a. Your Police, your say meetings – Noted and circulated
- b. BT re Planning Application DC/16/2001 – BT Telephone Kiosk in George Hill - Noted
- c. Advertisement for Community Engagement Group – Healthcare Noted and circulated via Steamer
- d. Mr Dodd re mud on footpath in The Street – Response as per Public Forum above and Clerk has made further request for sweeper to clean the footpaths.

There being no further correspondence to consider, the meeting closed at 9.10pm

Minutes signed as correct..... N Chapman