

LINDSEY PARISH COUNCIL

CLERK TO THE COUNCIL

The Parish Council Meeting was held on Wednesday 8th March 2017 and commenced at 7.30pm in the village hall. The Chairman, Mr. Arthey welcomed the following Parish Cllrs to the meeting – R Corcoran, M Hainsworth, Mrs R Howe, D Waldron and A Sturgeon to the meeting. Also present were District Cllr. B. Hurren (in part) and Mrs V Waples (Clerk).

A statement was read out indicating that, in accordance with the changes in legislation, the public and councillors were permitted to film, record, photograph or use social media in order to report on the proceedings of the meeting. *A full transcript of the statement is available from the Clerk upon request.*

1. APOLOGIES OF ABSENCE

- i. Apologies of absence were received from Cllr. Moore due to a personal commitment.
- ii. Council consented to accept these apologies.
- iii. It was noted that County Cllr. Finch had previously given his apologies on health grounds.

2. DECLARATIONS OF INTEREST:

- i. There were no declarations of interest for the agenda under discussion. There were also no declarations of gifts of hospitality received exceeding £25.
- ii. There were no requests for dispensations for the agenda under discussion.

3. MINUTES OF PREVIOUS MEETINGS:

Minutes of the Parish Council Meeting of 11th January 2017 and additional meeting of 7th February 2017 were approved by all present and signed as true and accurate records, aif.

4. PUBLIC FORUM:

- i. Police: - the February SNT was not yet available to view and would be circulated once it had been downloaded by the Clerk. The following items were brought to the attention of the of the meeting by the Clerk following notification from the Police Connect service:

- Attempted burglary of a dwelling on Monday 6th March in Boxford
- Burglary of a dwelling on Tuesday 7th March in Great Waldingfield
- Theft of heating oil between 16th February and 2nd March in Kettlebaston

It was also reported at the meeting that a recent dwelling burglary in Norton had resulted in Mac computers and gold and silver being stolen.

- ii. District Councillor: - District Cllr. Hurren was invited to submit his report in which he mentioned that he was happy to be able to attend and up on his feet again. He commented on the following:
 - Budget for 2017-2018 for BDC was around 3% for the coming year. Overall the increase for a Band D property was just under 3% when all the increases were combined together.
 - BDC/MSDC relocation to Endeavour House would not now happen until September (not May) - there was a concern at the size of the area being allocated - both currently had around 500 staff and yet there was room only for 300. He was serving on the Scrutiny Committee which had set up a Task and Finish Group to look at how Neighbourhood Planning was being offered to villages - 6 councillors had been asked to take this forward. Included within this would be a review on village sustainability.
 - Quiz Night in Lindsey - again very good and much appreciated.
 - Planning - 2 applications in for Lindsey - i) Lodge Farm - the Chief of Planning has objected to the number of call-ins from the District Councillor for Lindsey and during the discussion of the application for Lodge Farm made it known who the applicant was, this along with another comment suggesting that there was an alternative house on the site the applicant could purchase, were deemed to be inappropriate comments from someone in his position.

Signed.....

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The Development Committee had agreed that this application will come back to the committee after a site visit and further discussions with Heritage England. ii) Falcon Hall - 2 meetings had been held with the Chief Planning Officer over issues arising with this application. It was acknowledged that the Officer appeared to be receptive to negotiations with Heritage England as to how to take this matter forward. Once these negotiations had taken place it had been suggested that a paper be submitted by the applicant to the Planning Officers and the expectation was that this application will be dealt with under delegated powers.

- When questioned he confirmed that Angel Court in Hadleigh had been sold and it was expected that it would be redeveloped for housing. He agreed to check the situation and report back.
- iii. County Councillor - no report had been received from County Cllr. Finch and the Clerk was asked to report the following issue:
- Crossroads at the White Rose - flooding issues once again. It was held that Highways still needed to investigate the flow of water under the road and that the pipes would need jetting once again.
- and ascertain progress on the following matter:
- Crossroads on the Bildeston/Hadleigh/Kersey Roads - it was confirmed that despite reassurances by Highways that operatives would be carrying out further works to the crossroads on health and safety grounds in the Autumn of 2016, this had still to be action. It was noted that the works that had been agreed covered the removal of the trees and bushes and that this had been delayed until the Autumn to allow the birds to finish nesting.
- iv. Public - there were no members of the public present.

5. CORRESPONDENCE: general correspondence was brought to the Council's attention and in particular:

- i. SALC - Broadband - an email from SALC detailing the Better Broadband Subsidy Scheme was brought to Council's attention. It was agreed that the article would be put into the next newsletter for all to review. Having checked the Better Broadband to Suffolk website it appeared to show that Lindsey was confirmed as having partial or no coverage, under consideration for upgrade between 2017 and 2019. Council was in agreement that this appeared to be a different timescale than previously quoted. The nearest enabled box to take faster broadband was thought to be Edwardstone for the 01787 exchange and Stackyard Green for 01449. It was also reported that 4G coverage was getting better and covered a large part of the village. It was also mentioned that County Broadband did not appear to be interested in the project.

6. FINANCIAL REPORT

- i. To consider and receive the schedule of Receipts - it was confirmed that no income had been received since the last meeting. Council noted that the VAT reclaim in the sum of £27.60 had been submitted.
- ii. To consider and approve the verified items awaiting authorisation - a copy of the Schedule of Verified Invoices awaiting payment was circulated to all members and discussed. It was recommended that the schedule be approved, aif. A copy of the details for these payments can be seen at Appendix A on minute page 533.
- iii. To consider the Council's financial position including an actual to budget statement - the financial position of the Parish Council as at 8th March 2017 was presented to the Parish Council. Council's funds stood at £138.02. A copy of the financial position can be seen on minute page 533. In accordance with the Council's Standing Order 17, the Clerk/RFO produced a statement which showed a comparison with the actual versus budgeted expenditure and income for the financial year. It showed that expenditure was mainly within budget for the year and that taken overall the council was very close to budget with a small under-spend predicted. It was agreed that the final balance going forward was lower than the Council would like to see but steps were in hand to increase the Council's reserves over the coming year which would be part of the Council's longer term plan to put its reserves on a good footing.

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- iv. Roadside verges - response to the Council's request for the budget for the one annual verge cut (undertaken by SCC) to be transferred over to the Parish Council - Council was made aware of the response from the Central Area Highways Manager " Work is ongoing to identify what work we would permit parishes to undertake within the highway. That work has 2-3 months to run before it is complete and we are in a position to agree to anything." He mentioned that there were concerns to ensure the work was done safely; workers were qualified to work on the highway, works were adequately signed and health and safety risk assessments were in place. He further confirmed that SCC were not in a position to agree to a contribution to the Parish Council for grass cutting by a private contractor due to "the administration costs involved in transferring small sums and ... if some parishes decide to take on grass cutting and want a similar payment the efficiency of the grass cutting our contractor does for the rest of the county will be reduced." Council understood the points of view given in the email but asked the Clerk to obtain a commitment to the timing of future cuts, as the cut actually undertaken for 2016 was so far beyond safety issues. The Clerk was also asked to obtain a breakdown of administration costs and the cost per metre for grass cutting for the County.
- v. To review the Council's Financial Risk Assessment including the Council's Asset Register - Council reviewed the Risk Assessment and Financial Management Document along with the General Assessment of Risks and found them to be accurate in the assessment of the risks facing the Council. Council noted the updated Risk Register and agreed that the Asset Register was a true reflection of the assets held by the Parish Council as at 8th March 2017.
- vi. To review the effectiveness of the internal control and the scope of internal audit - as required by the Council's External Auditors, BDO LLP, Council reviewed the effectiveness of its internal control and scope of internal audit and found them to be appropriate and adequate for a parish the size of Lindsey.
- vii. To review the following policies: Standing Orders and Financial Regulations - Council reviewed the previously circulated policies and found them still to be compliant and applicable to Lindsey and its functioning. It was confirmed that the Protocol for Reporting at Meetings of the Council & Statement to be read out at each and every meeting of the Council were still compliant and had been reviewed in January 2017.
- viii. To confirm the appointment of the Council's Independent Internal Auditor - as required by the Council's External Auditors, Council reviewed the effectiveness of the internal audit in terms of independence, competence, proportionate and scope and agreed that the reporting aspect of the terms of reference provided by Suffolk Association of Local Councils (SALC) would be appropriate and adequate for a Parish the size of Lindsey and as such agreement was forthcoming to appoint SALC as the Council's Independent Auditor. The internal audit would be completed prior to the given date for the submission of the Annual Return, once details had been received by the Clerk/RFO to the Council
- ix. To review the Council's Action Plan for 2016-2017 - Council reviewed the document circulated in November 2016 and found the document to be complaint once the items concerning LCAS; Traffic Matters and Council's website were updated.
- x. There were no other matters coming forth for the Council to consider.

7. PARISH COUNCILLOR'S REPORTS

- i. Newsletter deliveries - the Chairman made the meeting aware that a new company had commenced newspaper deliveries to Lindsey and that he had managed to renegotiate the delivery charge for Lindsey residents. An article containing full details would be put into the next edition of the Village Newsletter.
- ii. Development Control Meeting - both Cllrs. Corcoran and Arthey were thanked for the words spoken at the development control meeting on 1st March 2017. It was noted that a site meeting would be scheduled for Planning Application B/16/00955 - New Eco Dwelling @ Lodge Farm, Kersey Road, and that, subject to certain conditions, the meeting had been minded to approve the application.

8. PLANNING APPLICATION

- i. Council considered the following planning applications:
 - B/17/00086 - Erection of cartlodge / store @ 7 Canada Cottages, Lavenham Road.

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Council had no objections to this application but had concerns over the use of flood lights on recreational land given the cottages location. The Clerk was asked to enquire whether a condition could be imposed on the control/restriction of the use of outside lights.

- B/17/00188 - Change of use from residential annex to holiday let @ Old Rectory, The Tye.

Council had no objections to the change of use noting that this was now a full planning application.

- ii. There were no planning determinations coming forth.

There being no other business the Chairman declared the meeting closed at 9.05pm.

DATE OF NEXT MEETING

Annual Parish Meeting on Wednesday 10th May 2017 commencing at 7.00pm with the Annual Parish Council Meeting following at 8.00pm, in the Village Hall, Church Road, Lindsey.

Appendix A - Financial Report

Items to be Authorized for Payment

Expenditure	Description	Nett	VAT	Gross	Ref	Power
08.02.2017	V Waples - Clerk's Salary & Expenses			208.37	400	LGA 1972 s111&112
	HMRC - .			97.40	401	LGA 1972 s144

Financial Report

	Date	£
Opening Balance	9 th November 2016	703.62
Add Income Received	October - November	0.00
Less Expenditure Incurred	October - November	0.00
Less Expenditure from verified list	11 th January 2017	259.83
Closing Balance	11 th January 2017	£443.79

Bank Reconciliation

Community Account	Statement 93	703.62
Less unlogged cheques	At 8th March 2017	565.60
Plus unaccredited income	At 8th March 2017	0.00
Reconciled Total		138.02

Signed.....

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