

CHEVINGTON PARISH COUNCIL

Clerk: Frances Betts	Old Apple Farm
	Barrow
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	Suffolk
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To: Cllr A McCormack (Chairman), Cllr D Doyle, Cllr C Thurston, Cllr J Pettit, and Cllr D Sweny

I hereby give notice that a meeting of the Parish Council will be held on Thursday 19th October 2017 commencing at 7.00pm in the Village Hall.

Members of the public and press are welcome to attend. At Item No 1, the public will be invited to give their views/questions to the Parish Council on issues on the agenda, or raise issues for consideration of inclusion at future meetings. This item will generally be limited to 15 mins duration and will be followed by the Parish Council.

**Frances Betts
Clerk to the Parish Council**

Agenda

1. Public participation session (15 minutes)

1 Application from parishioner to join the Parish Council following vacancy advert.

2. Chairman's welcome, introduction and apologies for absence

3. To receive any declarations of interest by councillors.

4. To approve and sign as accurate the Minutes of the meeting of the Council held on 14th September 2017.

5. To receive the Chairman's report –

1. Trees in the Burial Ground (Minute item 5:1 from meeting 14.09.17)

2. New burial ground plan for future burial plots

3. Borough Councillor Elections

6. To receive the Borough Councillor's report

7. To receive the County Councillor's report

8. To receive Parish Councillors' reports

1. Cllr Sweny

2. Cllr Doyle

3. Cllr Thurston: Boundary map for Burial Ground and Cemetery(as per Minute item 5:3 meeting 14.09.17)
4. Cllr Pettit

9. To receive the Clerk's report.

1. Unable to write to thank contractors who erected a metal fencing along Chedburgh Road as Clerk could find no mention of it in her files although it was mentioned as Minute Item 1 at meeting 13.05.17 as a request for the work to be carried out.
2. Tree Warden Meeting in Cockfield on 30 September 2017.
3. Zurich Insurance all paid and certificate received.
4. Short report on history of Village Hall and Parish Council as Custodian Trustees. To be Minuted for future reference.
5. (Minute item 5 (4) from meeting 14.09.17) VAT reclaim on purchase of dishwasher for village hall kitchen.
6. (Minute item 19 from meeting 14.09.17) Deeds for Burial Ground have been found. They are held in the safe at Ellisons Solicitors in Colchester. NB. The deeds are unregistered.

Contact details:-

Jill Godfrey
Legal Secretary
Private Client Department
Ellisons,
Headgate Court, Head Street, Colchester, Essex, CO1 1NP

7. (Minute item 13 from meeting 14.09.17) Standing Orders, Financial Regulations and Code of Conduct have been re-written and are now up-to-date and can be found in the Clerk's file at each meeting. Copies can be sent via email on request of a Councillor although all Councillors have been issued with model statements as per last meeting.
8. Suggestion to buy a file and collate all historical correspondence concerning the gifting of the burial ground.
9. Report from Data Protection Meeting at SALC 05.10.17
10. Application sent for new computer under Transparency Code funding (this fund closes in February 2018).
11. Community Action Suffolk membership renewed (Minute item 9:8 meeting 14.09.17)
12. (Minute item 9 (15) from meeting 14.09.17) No further info re Suffolk Cloud or other website providers. Clerk suggests the Council stays with the present one which is supported by CAS?
13. CAS conference on Village Halls to be held at The Blackbourne Centre, Elmswell on 2nd November 2017 at 10am. £25 per delegate which includes lunch and refreshments. (notice in Correspondence File)
14. SALC AGM 7th November 6.30pm, The Blackbourne Centre, Elmswell

10. To consider planning applications: None.

DC/17/1267 – Queen’s Lane : Decision pending

11. Street Lights in Mill Road opposite the Old Rectory and at top of Church Road(Cllr Doyle) (as per last meeting’s Minute Item 11)
12. Litter Pick for 2018. Booked with St Edmundsbury Council for Saturday March 3rd. Contact Andrew Harvey. Need to decide who receives the ‘kit’ and advertise for help in the Benefice magazine or on the notice board.
13. Discussion of Lloyd Bank’s savings accounts. (Minute item 9:3 from meeting 14.09.17)

14. Parish Council Finances:

1 Receipts:

Money received from	Amount received
F Clutterham Funeral Directors for Mrs Joyce Deverill burial	£102
Armstrongs Funeral Directors for Mr Keith Everest burial	£300

2 To authorise payment of the following invoices:

Invoice No	Details of payee	Amount	Statute Power	Cheque No
006	F M Betts Clerk expenses	£48.77	LGA 1972 s111	
3239	MacGregor Services Re two grass cuttings	£180	LGA 1972 s214 (2)	
3259	MacGregor Services Re Cutting Burial ground boundary hedge (£100) and two grass cuttings (£180)	£300	LGA 1972 s214 (2)	
	Tree Warden meeting fee and expenses attended by Mrs S Bruton (Tree officer)			
19658	Invoice from SALC for Data Protection Reform Briefing	£26.40	By Virement	

- 3 Discuss bank statement since last meeting as per Financial Regulation 1.3.3 (self governance)
- 4 To discuss half yearly accounts and compare with budget set for 2017-18 as per Financial Regulation 1.3.4 (self governance). Account spreadsheet previously circulated for all Cllrs to read.

NB By Virement means a payment not budgeted for (and does not come under a statutory power) but is a necessary expense for the running of the Council.

5 Date of Precept Budget meeting of Financial Year 2018/19 (LGFA1992s41).

14 Confirmation of Lloyd's TSB Bank Account balance as at end of September 2017 - £32,484.13 (1x outstanding cheque for £230.44 Zurich Insurance payment via CAS)

15 Agenda Items for next meeting

- (a) Registering Burial Ground**
- (b) Elect an internal auditor for next year**
- (c) Discuss contract with McGregor's**
- (d) Internet banking**

16 Correspondence File:

- **Neighbourhood Planning in Suffolk**
- **SALC leaflet LAIS1402 – Precept Consultation**
- **CAS Suffolk Village hall Conference Poster**
- **Erskine Community Centre AGM to be held on 9th November 2017 at 7.30pm**
- **Suffolk County Councillor's October report**
- **Tree Warden Report**

17 Date of next Meeting – Wednesday December 6th at 7pm