

CHEVINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 14th April 2016 in the Village Hall.

Present: Cllr J Melero (Chairman), Cllr N Melero, Cllr D Doyle, Cllr A McCormack and Mr C Lewis (Clerk/RFO). B Cllr A Rushen also attended to present her report.

The Chairman welcomed everyone to the meeting. Apologies were received from Cllr C Thurston, Cllr A Job and C Cllr T Clements.

2. Declarations of Interest.

There were no declarations.

3. Minutes of the last Parish Council Meeting held on 25th February 2016 and of the Governance Committee Meeting held on 17th March 2016

The Parish Council minutes were agreed and signed as an accurate record. The minutes of the Governance Committee meeting were read and then signed by Cllr J Melero. It was noted that an additional cheque signatory would be needed soon as at least one of the current signatories would be stepping down in May. It was agreed that discussion of this issue be remitted to the Annual Parish Council Meeting on 11 May.

4. Matters arising from the previous minutes

Item: 9b Blocked ditch drain opposite no's 2 & 3 Church St - Cllr Doyle reported that the drain was not currently blocked.

5. Chairman's Report

Cllr J Melero referred to a letter received from Suffolk Police which informed parishes that police engagement at meetings would in future be restricted to locations where there were issues of crime or anti-social behaviour. However, the police would endeavour to attend annual meetings where possible. A copy of the letter had been placed on members' correspondence file, for information.

6. Borough Councillors Report

B Cllr Rushen's report had previously been circulated and there were no issues arising. Cllr Rushen commented that she was trying to hasten the new signage in Church Road that would discourage drivers from using the rear access to Ickworth Park. However, the Suffolk County Highways Dept was currently undergoing a significant re-organisation and as a result of this her efforts had so far met with little success.

7. County Councillors Report

Although C Cllr Clements was not present, his report for March had previously been circulated. There were no issues arising.

8. Parish Councillor Reports

(a) Litter -pick at Chevington- Cllr J Melero confirmed that the litter pick would go ahead on Saturday 23rd April. St Edmundsbury BC would supply the necessary equipment for up to 10 people. However, only two volunteers had come forward so far but additionally, Cllr Doyle had offered to cover New Road. It was hoped that additional volunteers would come forward.

(b) Cess pit at Stonehouse Farm. – a report had been received from Mr Ian Leggett that the cess pit was again leaking. It was agreed that the Clerk would write to the agents Smiths Gore and ask them to investigate.

Action: Clerk

9. Clerk's report

(a) New external audit regime for smaller authorities the Clerk reported that there were minor procedural changes to this year's audit following the abolition of the Audit Commission. However, the timetable and provision for electors etc.; were unchanged from previous years. He confirmed that an internal audit was now underway.

- (b) Speeding problems -request from Brandeston Parish Council - a request had been send via SALC, asking for advice on how best to tackle speeding problems within that parish. Councillors felt that rather than trawling all parishes in Suffolk, Brandeston Parish Council would be better advised to approach Suffolk Highways, who may be able to offer a bespoke solution that is just right for that community.
- (c) Anglia Water -pollution watch - this is a new campaign aimed at spotting, reporting and stopping sewage pollution incidents as quickly as possible so as to minimise the impact on the environment. Cllr Doyle welcomed the initiative which he believed was already happening in Chevington. Indeed, there was video evidence of escapes from the local pumping station which could be provided on request.
- (d) Section 137 donations to local charities – the ceiling for donations has been raised to £7.42 for each elector. With 479 electors this meant that the theoretical maximum for such donations would be in the region of £3,550.
- (e) BDO External Briefing Course for Clerks - this was arranged for 18 April and appeared to be aimed at those Clerks that were new in post.
- (f) St Edmundsbury Borough Council -Parish Precepts 2016/17 - approval of Chevington's Precept and Grant payment for 2016/17 was confirmed.

10. Vacancies for Parish Councillors

Cllr A McCormack read a letter from Jocelyn Pettit of Cherry Tree Cottage, Chevington, who had expressed a wish to re-join the Parish Council, having previously served as a Councillor during the 1980s. In view of the applicant's past service and current involvement with the Village Hall Management Committee a formal interview was considered unnecessary. However, it was agreed that Ms Pettit should be invited along to the next meeting to meet other members of the Council and complete the necessary formalities related to co-option .

Action: Clerk

11. Risk Assessment

Further to discussion at the last meeting, Cllrs J & N Melero reported that they had risk assessed most of the Council's assets with the exception of the Grit Bin at Weathercock Hill.

This would be visited shortly. A comprehensive assessment of all Council assets could then be compiled.

Action: Cllrs J & N

Melero

12. Ongoing management of VAS flashing sign.

Cllr N Melero is to step down from the Council at the next meeting, and will no longer be available to co-ordinate VAS deployments. In the absence of volunteers prepared to take on

this responsibility, it was agreed that the item could be added to the next agenda to facilitate a broader discussion.

13. Request for donations

(a) Little Tea Pots - a response received from the applicants indicated that the full cost of the play equipment to be acquired, including installation, was likely to be around £1400. A total of £477 had already been raised and an application for grant from Chedburgh Parish Council was still pending. A discussion ensued as to how the request should be processed. It was ultimately decided that Chevington's contribution should be linked to a piece of apparatus such as the Honeysuckle Play House and this would involve a donation not exceeding £500. The donation could be paid on receipt of an invoice confirming the purchase of this item. *This was proposed by Cllr N Melero and seconded by Cllr McCormack – all agreed.*

(b) MAGPAS Helimedi (request for grant) a grant of £50 under Section 137 of Local Govt

Act 1972, to help support the air ambulance operated by this medical charity was proposed

by Cllr J Melero and seconded by Cllr N Melero – all agreed. .

14. Parish Council Finances

(a) The following payments had been received: -

Ref	Invoice date	Payee	Activity or Service	Cost (£)
2016 A	15/02/2016	Armstrong Funeral Service	Cemetery charge – interment of cremated ashes in burial ground	50.00

(b) The following invoices were approved for payment: -

Ref	Invoice date	Payee	Activity or Service	Cost (£)
2016 01.	14/04/2016	Chris Lewis (Clerk/RFO)	Clerical and admin services from 26 Feb 2016 to 14 Apr 2016 including non-taxable expenses.	324.66
02.	14/04/2016	HMRC	PAYE income tax on Clerk's Salary	70.80
03	31/03/2016	McGregor Services	Grass cutting – Parish Cemetery	90.00
04	11/03/2016	MAGPAS	Request for donation under S137 LGA1972	50.00

(c) **Lloyds TSB Bank Treasurer's Account** balance on 31/03/2016 amounted to £26,470.88

Councillors also resolved to adopt the NALC Financial Regulations which were circulated following the last meeting. *This was proposed by Cllr N Melero and seconded by Cllr J Melero -all agreed,*

15. Correspondence

The following correspondence was circulated for information, after the meeting:-

- (i) Suffolk Prepared *Emergency planning newsletter – for information*
- (ii) Suffolk Association of Local Authorities *Consultation on Broadband provision*
- (iii) Suffolk Association of Local Authorities *Understanding Village Halls and playing Fields. -presentation*
- (iv) Community Action Suffolk *Information about CAS Conference
"Communicate, Collaborate, Celebrate" on 4th March*
- (v) Suffolk Highways (Suffolk CC) *Highway Matters April 2016 – Suffolk County Council Highways Department Newsletter – for information*
- (vi) Suffolk Association of Local Authorities *LAIS Update -April 2016 – more news on national issues*

16. Any other business/ urgent matters

There was no urgent business

17. Date of next meetings

The next meeting of the Parish Council would be held in the Village Hall on Wednesday 11th May. The Annual Parish Meeting will commence at 7.00pm to be followed immediately by the Annual Parish Council Meeting.

There being no further business, the meeting was closed at 8.30 pm.

Chairman