

**^CHEVINGTON PARISH COUNCIL
MINUTES FOR MEETING HELD ON 18TH JANUARY 2018**

Clerk: Frances Betts	Old Apple Farm
	Barrow
Tel: 01284 810508	Bury St Edmunds
	Suffolk
Email:chevington-pc@outlook.com	IP29 5DT

Attendees: Cllr A McCormack (Chairman), Cllr D Sweny, Cllr D Doyle, Cllr C Thurston, Cllr L Agazarian, SCC K Soons, BCC M Chester, Mrs F Betts (Clerk/RFO)

1. **Public participation session (15 minutes)**
No members of the public attended.
2. **Chairman welcomed and introduced everyone and gave apologies for absence from Cllr Pettit.**
3. **Declarations of interest were given by Cllr McCormack (re item 9:7) and Cllr Agazarian (Re item 10)**
4. **Minutes of the meeting of the Council held on 6th December 2017 were approved and signed as accurate.**
5. **The Chairman's report**
 1. **Village Oil Club (As per item 5:2 from last Minutes 06.12.17). There had been no interest in this item at all. There is one up and running in Hargrave and several villagers take advantage of this scheme. Cllr Sweny will contact the lead organiser for this project and ask if they are seeking new members. If they are the Clerk will send an advert to the Benefice magazine.**
ACTION: Cllr Sweny/Clerk
6. **To receive the Borough Councillor's report**
 - **Locality Budget proposals need to be in by end of February – after a short discussion later in the meeting it was decided that the Clerk should apply for this locality budget to help with cost for the village hall WiFi.**
ACTION:Clerk
 - **Dog fouling is a constant issue in the village and surrounding footpaths. Clerk to place an article in the Benefice magazine and onto the website reminding people of the new powers councils have with issuing fines.**
ACTION:Clerk
 - **Cllrs Sweny and Doyle requested further information on the cost of the new waste hub due to be built in the Bury St Edmunds area**
ACTION: B Cllr Chester
7. **To receive the County Councillor's report**
Copy in the Correspondence file.
8. **To receive Parish Councillors' reports**
 1. **Cllr Sweny**
 1. **Dishwasher for village hall – update on progress (Item 8:1 from last Minutes 06.12.17) See item 9:6 for discussion.**
 2. **Cllr Doyle**
 1. **Footpath No 4 and the newly erected barrier at the entrance/exit. Cllr Doyle has sent in a report to the County's Footpath Officer and is awaiting a response. The barrier went up on the 23rd/24th December 2017 a couple of weeks after a new top surface was added to the entrance/exit of this footpath. (item 2:3 from 06.12.17 meeting and item 11 from this meeting).**
 3. **Cllr Thurston**

4. Cllr Pettit
5. Cllr Agazarian

9. To receive the Clerk's report.

1. Registering Burial Ground and Deeds for the village hall and land (as per item 9:1 of meeting held on 06.12.17). The quote from Greene and Greene Solicitors was discussed. Cllr Agazarian proposed and Cllr Doyle seconded a vote to accept the quote and approach Greene & Greene to complete the work. Cllr Thurston abstained from the vote but it was a unanimous agreement from the other council members. There was a proviso that the land registry fees were dependant on the value of the land/property and it was agreed that the Clerk could contact Brown and Co (a local land agent) to value the land if Green & Greene did not complete part of the service.

ACTION: Clerk

2. Internet banking

After a discussion it was decided not to investigate this further until this system of banking is absolutely necessary. Vote proposed by Cllr McCormack and seconded by Cllr Doyle. Unanimous vote not to investigate further.

3. The Clerk has bought a new laptop via e-buyer.com for the cost of £319.97 inc VAT (£53.33). Microsoft software and security needs to be purchased. A vote for the Clerk to buy these was proposed by Cllr Sweny and seconded by Cllr McCormack and the vote was unanimous to give the Clerk the right to purchase the best items for the computer and its usage.
4. VAS machine. The Clerk has emailed the Clerk for Chedburgh and has learnt that the charge for the repair has not been asked for as yet. The total cost was to be £660 which means that Chevington would be liable to pay a third of this cost. Cllr Doyle is to contact the two people from the village who had volunteered with erecting the machine and moving it from village to village.

ACTION:Cllr Doyle

5. Historic England and the war memorial – photos have been sent.

6. Dishwasher for village hall. The Clerk has obtained three quotes for various machines and warranty info as well as a verbal quote for fitting from Mark&Kathy Services. After a short discussion it was decided that the Clerk would contact Nisbets (Catering equipment) and ask for them to call out and view the village hall kitchen and quote for a commercial dishwasher. Clerk to contact Chairman for hall key.

ACTION:Clerk

7. Tree surgeons for trees in churchyard (As per item 5:1 from last Minutes 06.12.17). The Clerk has asked several tree surgeons for quotes to (a) thin the branches/crown and (b) remove the tree completely. Quotes are still awaited.
8. DPORegs from May 2018. The councillors were given a copy of this email (in the correspondence file) and a decision as to which service the council will pay for will be made at the next meeting.

10. To consider planning applications:

DC/17/1267 – Queen's Lane : Decision pending (This has been turned down twice and after some alterations it has been re-submitted) There was some discussion about the entrance onto the existing road. As it is not in Chevington's boundary all Councillors can write via the planning portal as individuals not councillors.

DC/17/0084/HH – Cherry Tree Cottage, 95 Chedburgh Road,
Chevington IP29 5QX: Decision Approved

DC/17/2509/HH – installation of oil tank – Batley Farm, Depden Lane, Chevington. IP29 5RA): Decision pending

11. Clerk reported the following via the Suffolk County Council reporting webpage:

1. Footpath sign leading to Chevington Gates. – Cllr Doyle to discuss this with the Footpath officer when he meets him about the Footpath 4.
2. Hedge adjacent to Bus Stop on Chedburgh Road
3. New road built along Queen's Hill (see item 8:2 earlier in these Minutes)

12. Clerk has written to McGregor's Services asking for their continuance with the burial ground maintenance contract for the next financial year.
13. WWI commemorations November 2018. The Clerk has been asked to write to the WI asking if they would be willing to serve refreshments at a commemoration reception on Sunday 11th November 2018. Also, to write to the Parish Rector and wardens to suggest a collaborative commemoration with reception afterwards to be paid for by the parish council.

ACTION:Clerk

14. Defibrillator.
Following a short discussion it was decided to make this an agenda item after the Annual Parish Meeting in the early summer.
15. Internal Auditor for 2017/18 accounts. Cllr McCormack will contact the internal auditor used last year, Mrs C Fitzgerald, and ask her to carry out the annual audit providing she completes all the criteria asked.

ACTION:Cllr McCormack

16. Parish Council Finances:

1 To authorise payment of the following invoices:

Invoice No	Details of payee	Amount	Statute Power	Cheque No
08	Mrs F M Betts (Clerk/RFO expenses)	£10.80	LGA 1972 s111	865
	Mrs F M Betts (Clerk/RFO payment to HMRC-via telephone)	£172	LGA 1972 s111	866
	Mrs F M Betts (Clerk/RFO Salary for 3 months and 25hrs overtime due to budget planning and burial ground admin)	£688.39	LGA 1972 s111	867
24947134	Mrs F M Betts (for purchase of council laptop from e-buyer.com)	£319.97	LGA 1972 s111	868

2 The bank statement since last meeting as per Financial Regulation 1.3.3 (self governance) was discussed. All council agreed it looked correct. Proposal by Cllr Sweny seconded by Cllr McCormack and vote unanimous.

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.

3 Precept for Financial Year 2018/19 (LGFA1992s41). Clerk has submitted the proposal to St Edmundsbury Council.

4 Confirmation of Lloyd's TSB Bank Account balance as at end of December 2017: £32,050.41 (with one outstanding cheque for the amount of £21.60)

- 15 Agenda Items for next meeting
1. WiFi in the village hall
 2. Deeds
 3. Trees in cemetery
 4. WW1 commemoration
 5. Dishwasher
 6. Footpath 4

7. Email from hospice
8. Charity donation requests
9. AGMs to be held on different days this summer

16 Correspondence File:

- Community Action Suffolk – January Newsletter
- S C Cllr K Soons’ December 2017 Newsletter
- B C Cllr M Chester January 2018 report
- Spread Eagle Update
- The Local Councillor magazine Issue 3 2017
- Home Assistance Grants
- ICO newsletter
- Strategic Framework letter from St Edmundsbury Borough Council
- Letter from SALC re Data Protection Regulations Update
- Increase in hourly funding rate for childcare in Suffolk
- Copy of the village hall deeds

17 Meeting dates for 2018:

Thursday January 18th	Thursday July 26 th
Wednesday February 28th	Wednesday September 5 th
Thursday April 12 th	Thursday October 18 th
Thursday May 10 th (AGMs)	Thursday November 15 th (Budget)
Wednesday June 20 th	Wednesday December 5 th

18. Date of next Meeting – Wednesday February 28th 2018 at 7pm in the village hall.

Meeting closed at 9pm.