

GREAT ASHFIELD PARISH COUNCIL

**Minutes of a meeting held on Thursday, 28th September 2017 at 7.30pm
The Lord Thurlow Village Hall**

Mr. A Peake – Chairman*

Mr. R. Barker – Vice-Chairman*

Mrs. N. Calderbank*

Mr. B. Fitch*

Mrs D. Stick*

Mr. R. Watts*

Present: All marked*

Mrs S. Austin took the minutes.

One member of the public attended

The Chairman welcomed everyone to the meeting.

1. Record Councillors' apologies for absence

All Councillors in attendance

2. Declarations of interest

No declarations of interest received

3. Suffolk County Councillor

Cllr Storey sent her apologies the August/September report was circulated.

District Councillor

District Cllr Barker had nothing to report

Public Forum

No one wished to speak

4. To Sign the Minutes of the Previous Meeting as a True Record

The minutes of the meeting held on Thursday, 3rd August 2017 were signed as a correct record.

5. To consider co-option of Councillor

A member of the public who attended the meeting received details of the Declaration of Acceptance of Office and Register of Interest Form and would give a decision if they wished to be considered to be co-opted at the next meeting.

6. Reports

- i. General Highways: A copy of the presentation given by Mark Stevens Assistant Director Operational Highways was given to Cllrs: Peake and Calderbank. A link to the highways criteria for maintenance works to be sent to Councillors. Cllr Peake advised he had reported the blocked drains and gullies on Long Thurlow Road Ref: 00181723. The clerk to report: 30mph sign on Long Thurlow Road had faded and is not legible - 30mph sign on Elmswell Road is overgrown - Drain on Elmswell Road blocked – Plastic safety barrier outside No 1 Elmswell road has still not been removed.

- ii. Clerks Report: New Audit regime from 1st April 2017 Great Ashfield opted into the Smaller Authorities Audit Appointments, the auditors have been appointed for a 5 year period. The auditor for Suffolk is PKF Littlejohn LLP. The scale of fees from 2017-18 to 2021-22 for Councils with income or expenditure under £25,000 for a limited assurance review will be £200. At 31st March 2018 the parish council will be obliged to complete and sign a certificate of exemption which will need to be sent to its appointed external auditor (if income or expenditure under £25,000 and have not had a previous qualified audit). The council will still need to budget for an audit (£200). The General Data Protection Regulations come into effect May 2018 if the clerk has not had sufficient information to attend GDPR session at SALC in November.

7. Community Speedwatch Update and to consider grant application

Cllr Stick updated Council a copy of the report is attached. Cllr Peake advised the link to computer software comes with the miniSID. Cllr Peake will arrange with Westcotec to either have the miniSID delivered or will collect, to also arrange for the clips to secure. The clerk to inform the insurance company of the purchase of the SID it had already been informed of the Community Speedwatch Group. It was asked why only certain areas were designated to have a speed gun, Cllr Stick explained there were very specific criteria for its use. Cllr Stick advised grants were available and may apply as necessary. It was asked if there was an update on achieving a 30mph designation in Daisy Green, Cllr Peake advised he was taking this forward as well as trying to get a 7.5 tonne weight limit.

8. Salt Boxes Update and to consider any further work's needed

Cllr Stick asked if a salt box could be installed at the end of Braziers Lane, Council were happy for one to be placed there, if some spare wood was available it was hoped to have one constructed.

9. Broadband Update

An update was received on the meeting held by Jo Churchill MP with BT and Openreach on superfast broadband it was advised three new cabinets would be installed in Great Ashfield and Long Thurlow in the first and third quarter in 2018. However, these will not cover Daisy Green the resident attending was happy to take this up on behalf of Daisy Green – Council were happy for them to take this on and would give support it was suggested they copy in County Councillor Jane Storey into emails as she is Councillor responsible for Broadband.

10. To Consider purchase of replacement trees for village

Cllr Fitch advised using Maple and Oak trees to replace the jubilee trees that had died. Cllr Fitch to obtain a quote for x6 saplings, to place on next agenda.

11. To Consider joining Long Thurlow Open Garden event 2018

The Chair of the Long Thurlow Open Gardens felt this would be too large an event and suggested Great Ashfield have their own open garden event on the alternate year to Long Thurlow. A notice to be placed in the next Newsletter to ask whether Great Ashfield residents would be interested in opening their garden at such an event.

12. To Consider the '2018 Beacon'

Cllr Barker advised in the past a bonfire had been lit. Council discussed to possibly co-ordinate the beacon and a memorial. Cllr Peake to contact the owner of the site. To place beacon on next agenda.

13. Annual Asset Register and Risk Review

The miniSid to be added to the asset register and asset risk assessment. Cllr Barker advised the bus shelter in Long Thurlow was on Great Ashfield parish council land. The clerk to contact the clerk at Badwell Ash to ascertain whether the bus shelter was on their asset register. To place on next agenda.

14. Annual review of Newsletter costs

Council confirmed they were happy with the current costs of the Newsletter. Council discussed and agreed to place an email option in the Newsletter.

15. Correspondence

To circulate: Clerks & Councils Direct, SALC AGM invite, Jane Storey August/September report, Suffolk's Most Active Community and The Local Councillor x 2.

The Babergh and Mid Suffolk joint local plan consultation was discussed noting the consultation ends on 10th November. Cllr Barker highlighted Great Ashfield was designated a hinterland village and strongly recommended Council responded to the consultation. Council discussed and agreed to set up a working party to respond to the consultation. Cllrs: Peake, Barker, Calderbank and Fitch to meet on Tuesday, 17th October at 7pm at Cllr Calderbanks.

16. Planning

No planning applications had been received. Council had received a Discharge of Condition 3 on application 3856/16 materials for Primrose Cottage, Daisy Green.

17. Finance Report and to consider payment of invoices

All Councillors agreed the payment of invoices as set out below:

- i. Insurance review and payment of premium: A cheque no: 318 for £168 was raised for insurance premium 1.10.17 – 30.9.18 – the clerk to inform insurance company of the purchase of a miniSID and confirm Great Ashfield parish council support a Community Speedwatch team.
- ii. Westcotec payment for mini SID: Cllr Stick proposed the raising of a cheque between meeting to ensure payment of invoice when received Cllr Barker seconded all in agreement.
- iii. Clerks salary & expenses (£24.52): A cheque no: 317 for £304.52 was raised.
- iv. HMRC payment: A cheque no: 316 for £70 was raised.
- v. Ladywell Accountancy services: A cheque no: 315 for £25 was raised.
- vi. It was confirmed a cheque no: 314 was raised between meetings for invoice received from Profile for £20 to cover Newsletter costs.
- vii. No further invoices had been received
- viii. The RFO to inform the Chair of total funds remaining in bank accounts

18. Councillors' reports and items for future agenda

Cllr Fitch highlighted a disused area of land owned by Mid Suffolk District Council this was briefly discussed. The clerk to write a generic letter asking residents with overgrown hedges/trees to have them cut back to bring to next meeting.

19. Date of next meeting

The next meeting is scheduled to be held on Thursday, 30th November, 2017 in the Lord Thurlow Hall at 7.30pm.

There being no further business the meeting closed at 9.10pm.