



CREETING ST MARY PARISH COUNCIL

Minutes of the Parish Council meeting held at the Village Hall, Creting St Mary on **Monday, 25th March 2019 at 7.30pm.**

Present:

Councillors: S Haynes - Chairman
J Palmer – Vice Chair
K Barker
N Smart
R Coton

In Attendance: J Blackburn – Clerk

CSM179/18/19 – PUBLIC FORUM

There was one member of the public present, a representative of the Social Club, who asked if the Parish Council continued to be willing to purchase the fireworks this year for the Firework Night.

The Parish Council confirmed they had budgeted for the purchase of the fireworks during the next financial year.

CSM180/18/19 – APOLOGIES OF ABSENCE

Apologies had been received from Cllr Scully, Cllr Craggs and the Police.

CSM181/18/19 – DECLARATIONS OF INTEREST

The Clerk declared an interest in item 21 of the Agenda.

CSM182/18/19 – APPLICATIONS FOR DISPENSATION

None had been received.

CSM183/18/19 – MINUTES OF THE MEETINGS HELD ON 25th FEBRUARY 2019.

It was AGREED: That the minutes of the meeting held on 25th February 2019 be approved as a true record and signed by the Chairman.

CSM184/18/19 – POLICE REPORT

The Police were not present at the meeting and had not submitted a report.

CSM185/18/19 - COUNTY COUNCILLOR'S REPORT

Cllr Hicks was not present at the meeting but his report was circulated prior to the meeting, which can be viewed on the Parish Council's website.

CSM186/18/29 - DISTRICT COUNCILLOR'S REPORT

Cllr Morley was not present at the meeting and a report had not been received.

CSM187/18/19 – CLERK'S REPORT AND FINANCIAL MATTERS

a) CLERK'S REPORT

The Clerk reported that the Internal Auditor last year, had advised the council to review its Fidelity Guarantee as part of its annual financial review, in light of the balance of finances being of a certain level, and whether the Fidelity Guarantee needed to be raised.

It was AGREED: That the Fidelity Guarantee remain at the same level for the next financial year.

b) CLERK'S FINANCIAL REPORT AND BUDGET MONITORING REPORT

The Clerk reported on the Council's current financial position and movements since the last meeting. It was reported that the balance in the accounts on 18th March 2019 was £30,692.06 (of which £7,128.85 was CiL money, £182.15 was being held for future History Days and an additional £6,006.46 being earmarked for Blacksmiths Field.

The Budget Monitoring report was noted.

c) PAYMENTS AND RECEIPTS

The Clerk reported the following payments be authorised:-

000041	Jennie Blackburn	Clerk's Pay (Mar)	£262.78
000042	Jennie Blackburn	Clerk's Office Allowance / Expenses (Mar)	£37.29
000043	T & R Harrison	Hedge Cutting (VH Car Park)	£40.00
000044	John Hare	Telephone Box Refurbishment	£123.67

It was AGREED: That payments totaling £463.74 be authorised and actioned by the Clerk.

There were no receipts to note.

d) INTERNAL AUDITOR – 2018/19

It was AGREED: That Trevor Brown be appointed as Internal Auditor for 2018/19.

e) EXTERNAL AUDIT ARRANGEMENTS – 2018/19

It was AGREED: That the external audit arrangements for 2018/19 be the same as the previous year in that the Parish Council will consider themselves 'exempt'.

CSM188/18/19 – POLICES AND PROCEDURES

a) REVIEW OF INTERNAL AUDIT CONTROL AND REVIEW OF RISK MANAGEMENT ASSESSMENT

It was AGREED: That the Review of Internal Audit Control and the Review of Risk Management Assessment be approved.

b) FINANCIAL REGULATIONS AND STANDING ORDERS

It was AGREED: That the Financial Regulations and Standing Orders be approved.

CSM189/18/19 - PLANNING APPLICATIONS

Ref: DC/19/00970 - Application for Permission in Principle - Town and Country Planning Act 1990 - Town and Country Planning (Permission in Principle) (Amendment) Order 2017 - Erection of 3-5 dwellings - Poplar Farm, All Saints Road, Creting St Mary, Ipswich Suffolk IP6 8PJ

It was AGREED: That the Parish Council had no objections to the application. **Clerk to action.**

CSM190/18/19 – PLANNING DECISIONS

The following decisions were noted:

Ref: DC/19/00075 - Full Planning Application - Erection of 3no. dwellings with garages - Land South East Of, All Saints Road, Creting St Mary, Suffolk – **GRANTED**

Ref: DC/19/00077 - Outline Application (Access to be considered) - Erection of 1no. dwelling and garage - Land East Of Highfield, All Saints Road, Creting St Mary, Suffolk IP6 8NG - **REFUSED**

CSM191/18/19 – COMMUNITY INFRASTRUCTURE LEVY (CIL) MONIES

Cllr Haynes reported that she had made enquiries with the landowner along Flordon Road about purchasing some land in order to make a footpath. Unfortunately, it seemed the idea would not be supported by the landowner.

CSM192/18/19 – SPEDING THROUGH THE VILLAGE

The Clerk reported that the posts had been installed at the Village Hall and Jacks Green Road in readiness for the VAS machine.

She also reported that following the recent incident of a school boy being run off the road by a careless driver, she had contacted the County Councillor to see if some white lines could be painted on All Saints Road in order to designate a pedestrian area of the road to make it safer to walk along. The County Councillor approached the Highways Department and was awaiting a reply.

In relation to additional parking options for parents at the school, there was a piece of land at the bottom of the steps at the rear of the Church, which it was unsure of who owned it.

Members felt that a meeting with a representative of the Highways Department at Suffolk Council County would be beneficial in order to address the traffic issues within the village.

It was AGREED: That the Clerk liaise with the County Councillor and Highways Department in order to set a meeting to discuss what options were available in relation to traffic and speed management.

CSM193/18/19 – DUNCHES LANE

It was AGREED: That this item be deferred until the next meeting.

CSM194/18/19 – NOTICEBOARD

The Clerk reported that she had received a quote of £330.18 from 'The Men's Shed' for the building of a new noticeboard to replace the one on Jacks Green Road. The noticeboard's new location would be next to the bench at Jacks Green.

Members felt that another noticeboard would be beneficial in the vicinity of the school, near to the entrance of Hollow Lane.

It was AGREED: That the Clerk accept the quote received and ask for the works to commence.

That the Clerk liaise with Highways in order to receive permission to place a noticeboard at the entrance to Hollow Lane.

CSM195/18/19 – RED TELEPHONE BOX

Members noted that the red telephone kiosk on Jacks Green Road had been painted by a volunteer within the village, and they wished to express their thanks for the work undertaken.

CSM196/18/19 – GRIT BINS

Members noted that the new Grit Bin had been delivered to Creeping Hills and once in its required location the Clerk would notify Suffolk County Council in order for them to fill it.

CSM197/18/19 – REPORTS

Blacksmiths Field – Cllr Palmer had nothing to report. Cllr Haynes reported that in relation to the Ragwort on the field, it could not be sprayed because of the wild flowers.

SALC – Cllr Coton reported that he had attended an area meeting at SALC on 21st March where he was informed that the Clerk would soon be receiving some information slides about CiL monies. SALC were also having a new website from 1st April and were reviewing their Constitution. More Neighbourhood Plans were also being approved.

Footpaths – Cllr Scully was not present at the meeting.

Village Hall – Cllr Haynes had nothing to report.

Sustainability (CiL) – Cllr Craggs was not present at the meeting.

CSM198/18/19 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL

Cllr Baker reported that she would not be standing as Parish Councillor again at the forthcoming elections but stated that she had enjoyed her time on the Council and would continue to be a willing volunteer at future village events.

Members thanked her for all she had done whilst on the Parish Council.

CSM199/18/19 - DATE OF NEXT MEETING

The Annual Parish meeting was due to be held on Monday, 29th April at 7pm and the Annual Parish Council meeting be held on Tuesday, 14th May 2019 at 7.30pm.

Exclusion of the Press and Public

CSM200/18/19 – CONFIDENTIAL ITEM – STAFFING MATTER

The Clerk left the room whilst the item was discussed and voted upon.

Members of the Parish Council considered the grading of the Clerk's post with reference to the national pay scales. It was noted that the Clerk had passed her Certificate in Local Council Administration.

It was AGREED: That the Clerk's post be confirmed at SCP 22

The meeting finished at 9.11pm.

Chairman:Dated: