

Flempton cum Hengrave Parish Council

MINUTES

of a Meeting held at St Catherine's Church, Flempton on

Monday 22nd January 2018 at 7.30pm

Present: Councillors: David Bambury (Chair), Iris Evans, Christopher Large, Jean Lindsay
Pamela Newborough, Nigel Salmon and Tony Tooth

In attendance: Maximilian Clay (Clerk to the Council),
County Cllr Rebecca Hopfensburger
Borough Cllr Susan Glossop
and four members of the public.

32. Apologies

All Councillors were present so there were no apologies.

33. Declarations of Interest

- a. There were no Pecuniary Interests declared.
- b. There were no Non-Pecuniary Interests declared.

34. Minutes

The minutes of meeting held on 4th December 2017 were agreed as a true record and the Chair was authorised to sign them as such on behalf of the Council.

35. County and Borough Councillor Report

- a. County Cllr Rebecca Hopfensperger was unable to attend the meeting.
- b. Borough Cllr Susan Glossop made a verbal report including mention of the following:
 - St Edmundsbury Council has frozen its Council Tax for 2018/19
 - There will be increases from the County and the Police authority.
 - The merger of St Edmundsbury and Forest Heath councils is proceeding, and a shadow single cabinet will be formed in May 2018 with elections to the new council due one year later. There will be fewer seats, overall, in the single council. In the meantime the two councils are continuing their work on harmonisation of policies.
 - Discussion as to the use of the former post office building (acquired by the Borough council) is ongoing but it is hoped that as part of whatever plans are adopted, to improve the walkway along side the building as this is a much used link between busy parts of the town centre.

36. Public Forum

A member of the public raised the issue of speeding through the village and the current heavy volume of traffic. A suggestion was made that gate-like entries to the village may help awareness. This matter was further discussed under item 20 c, below.

37. Clerk's Report

- a. Progress on matters not covered in other parts of the agenda were reported by the Clerk:
 - i. Bus Shelter Works - It was reported that the best quotation for the bus shelter works that had been agreed was for £4,935 and had been received from the Suffolk Cottage Company. Allowance of £5,000 had been made for this expenditure and so it was

resolved that the Clerk should instruct the works to commence. In order to assist in the Council's cash flow it was further resolved that the works should be staged such that no more than half the payment would be made in the current financial year and the balance in the new financial year.

- ii. Councillor Tooth volunteered to erect dog bins on posts and it was resolved to allow costs of up to £50 for this purpose.
- b. Correspondence and other significant matters not covered in other parts of the agenda were reported by the Clerk:**
- i. General Data Protection Legislation - As reported at the September meeting, new data protection legislation will be coming into force in May 2018. The new rules are more stringent than before and carry more severe penalties for breaches. All public bodies, including parish councils, will be required to have Data Protection Officer who is both expert and independent. The Clerk reported that definitive advice from the National Association of Local Councils had been received, confirming that Clerks would not be eligible to be Data Protection Officers. This is because, while it may be possible for them to become 'expert' they could not be 'independent' within the meaning of the legislation, as they would be advising themselves on their own data management practice.
The Clerk also reported that SALC had brokered an external service by a firm of consultants, DPO Centre, and they had drawn up service levels in bands based on councils' income. However DPO had also stated that councils were free to choose a service outside their band if they felt that that would be more appropriate to them.
The level of service proposed for councils in Flempton's income band would include bi-monthly reviews and updates and access to the DPO's email or telephone advice service up to three times per month, for a first-year charge of £600 and a charge of £300 per year thereafter. The Clerk advised that he felt that a lower level of service would be adequate and recommended that the Council contract to the next service level down which provided the same bi-monthly review and update service but only one consultation per month. The charge for this level would be £220 and £100 for the first and subsequent years respectively.
The Council resolved to subscribe to DPO's service at the lower level and noted that provision had been included in the budget (to be discussed under item 40b).
 - ii. Correspondence was reported:
 - Re events in November 2018 to mark the 100th anniversary of the world War 1 Armistice on the western front, from the Lord Lieutenant for Suffolk ;
 - Re Electoral boundary review - West Suffolk Wards; details can be found on the West Suffolk Councils' web site;
 - Re the West Suffolk Strategic Framework for 2018-20 has been published and can also be viewed on the West Suffolk Councils' web site;
 - Re Out Northgate Roundabout works, giving details of the diversions and timescale from County Cllr Hopfenberger;
 - iii. PKF Little John have been appointed as the PC's external auditor - but under the new regulations the PC will not have to undergo automatic external audit.
 - iv. Internal Auditor - It was resolved to appoint Christine Fitzgerald as internal auditor for the current year.

38. Planning and Environment

- a. There were no consultations to hand.
 - b. The Council noted that the application for the Greyhound Inn to be made an asset of community value was under consideration and that the result should be known soon. It was also noted that unless the building or its grounds became a hazard no action was
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possible to enforce the owner to maintain things in a tidy way. It was also noted that the pub was back on the market for sale.

- c. Traffic on the A1101. There was wide-ranging discussion about the serious and damaging levels of traffic and speeding. Much of the problem arises from the current diversion from the A14 but speeding is an ongoing problem. Problems with vibration damage to houses, damage to the verges and break-up of the road edges and consequent flooding were all reported.

It was felt that the Villages had not been kept adequately or accurately informed and that the Highways Agency had failed to give notice of its plans. It was also agreed that the A1101 was not suitable as a diversion route for such volumes of traffic.

It was noted that a report concerning the A1011 had been commissioned but that it had not been published. It was agreed that the Clerk would seek to obtain a copy and that the Chair would be delegated to write a letter of complaint to SCC, the Highways Agency and copy it to the MP, setting out the problems over the management and communication of the diversion, the lack of response with regard to repairs and the ongoing problems. Borough Cllr Glossop was also invited to contribute to the discussion and said that she would follow up the matter with the County's cabinet member for Highways.

- d. The purchase of two fixing brackets for the VAS and a storage box was agreed at a total cost of about £106 plus VAT.

39. Maintenance of Parish Noticeboards

After brief discussion it was agreed that a sum of up to £50 would be spent on materials for maintenance of the noticeboards. Cllr Nigel Salmon had volunteered to do the work.

40. Fund-Raising Working Group

- a. The Carols on the Green event had been a great success, with a good turn out. Just over £90 had been raised and the community had come together in a very positive way. A vote of thanks to Cllr Tony Tooth and Dan Boughton was proposed and carried unanimously for their work on this venture. Thanks were also recorded to Borough Cllr Glossop who had supported the funding of the event through the locality grant fund. It was noted that the Christmas tree stand and the lights were being kept in store by Cllr Tooth and would be available for future events.
- b. The group would now move ahead with plans for a summer fete and would report back to the Council at a future date.

41. Finance & Governance

- a. After brief discussion, the Council resolved to receive the Summary Accounts for Quarter 3 of 2017/18.
- b. The budget for 2018/19 was discussed and it was resolved to adopt it as drafted.
- c. Consequent to the previous item, it was resolved to adopt a Precept for 2018/19 of £5,956.
- d. The Council noted, and resolved to receive, the bank reconciliation as at 31st December 2017.
- e. The Council received and resolved to approve the summary of receipts.
- f. The Council received and resolved to approve the summary of payments. The related cheques were signed.
- g. The Council resolved to establish an Employment Committee and Cllrs Tooth, Newborough and Large were appointed to it.

42. Councillors' reports and items for future agendas

- a. There were no reports on meetings attended.
 - b. No forthcoming meetings were notified.
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- c. It was proposed to add consideration of matters relating to the A1101 and discussion of a summer fete to the next agenda.
- d. There were Matters of Information.

Signed as a true record by authority of the Council:

Chair

Date

Copies to:

Borough Cllr Susan Glossop

County Cllr Rebecca Hopfensperger

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