

**MINUTES OF THE LITTLE BLAKENHAM PARISH COUNCIL MEETING  
TUESDAY 20<sup>th</sup> NOVEMBER 2018 AT 7.30 PM IN LITTLE BLAKENHAM  
VILLAGE HALL**

PRESENT: Wally Binder (Chairman), Stephen Wright, Barry Palmer, Mary Whurr.  
Steven Clarke (arrived at 7.35pm), Sanjay Mehra (arrived at 8.10pm)  
County and District Councillor John Field.  
Janet Gobey (Clerk).  
One member of the public was present.

The Chairman opened the Meeting at 7.30pm.

1. To receive and approve apologies for absence.

Cllr. Mehra presented apologies

2. Declarations of any pecuniary and non-pecuniary interests.

a. Councillors declaration of interest appropriate to any item on the Agenda.

None

b. To receive written requests for dispensations for disclosable pecuniary interest (if any)

None

c. To grant any requests for dispensations as appropriate.

None.

3. Open Forum.

a. To receive reports from District and County Councillors, if present.

Cllr. Field gave his report. Highways are making changes to the way that potholes are dealt with – in future all the potholes in one area will be dealt with at the same time to save repeat visits from the repair teams.

It is inevitable that Council Tax will rise in 2019/20 as budget pressures increase. This is partly due to an increasing population, including people living longer. Decisions will need to be made on priority areas and Councils will continue to need to work more efficiently.

b. 15 minute Open Forum during which parishioners may ask questions and raise issues on matters that are not Agenda items. Councillors and parishioners will be able to ask questions and raise issues with District and County Councillors, if present

A resident asked if there were any plans for another meeting of the Sterling Suffolk liaison group, as there are various issues that they felt needed to be discussed. **ACTION:** Clerk to email Sterling Suffolk.

There are problems with drainage from the road in front of the greenhouses. The ditch on the Water Park side is blocked. **ACTION:** Clerk to contact Highways about this.

Some of the postcodes at The Common are wrong but this is a matter for the Post Office.

4. To approve the Draft Minutes of the Meeting of the Parish Council on 18<sup>th</sup> September 2018.

The Draft Minutes were approved unanimously and the Chairman signed them as a true and correct record of the Meeting,

5. To receive the update on Action Points.

Councillors noted this.

6. Planning

a. To consider any planning applications.

None. Councillors noted this.

b. To note any planning determinations.

None. Councillors noted this.

c. Any other planning matters.

None. Councillors noted this.

d. To note any update on SnOasis Reserved Matters.

It has been reported that there will be a final deadline of 31<sup>st</sup> December 2018 for the developer to submit the outstanding Reserved Matters, but this has not been confirmed by Planning.

e. To note any update regarding the EA Windfarm construction work.

Cllr Wright reported that this is at least six months behind schedule.

f. To note any update regarding the Sterling Suffolk greenhouses project.

Construction is on schedule and the first plants will be arriving in December. Cllr Wright was asked if there would be an open day or tour for Councillors.

## 7. Governance

a. To consider changing the day of the week that Council meetings are held on.

After some discussion, Councillors resolved that meetings would continue to be held on the third Tuesday of alternate months. ACTION: Clerk to send out dates

b. To approve the revised Asset Register.

Councillors unanimously approved this.

c. To approve the revised Standing Orders.

Councillors unanimously approved these.

d. To approve the revised Financial Regulations.

Councillors unanimously approved these.

## 8. Village Hall

a. To consider the priority list and possible costs for repairs and refurbishment.

Councillors agreed that the priorities for the refurbishment would be new doors and windows and insulation of the walls and ceiling.

b. To consider potential sources of finance for the repairs and refurbishment.

It was agreed that the first approach for funding would be the SITA UK Trust. Cllr. Field indicated that try to offer financial assistance from his Locality Budget.

c. To note the Village Hall Usage and Financial Report.

Councillors noted this and agreed that the low usage was a concern, but that they were willing to continue to support the Hall financially through the precept.

## 9. Finance

a. To receive the Clerk's Financial Report.

LITTLE BLAKENHAM PARISH COUNCIL  
PARISH COUNCIL MEETING NOVEMBER 2018 FINANCIAL REPORT  
PERIOD 1/9/2018 to 1/11/2018

CHEQUES SIGNED SINCE LAST PARISH COUNCIL MEETING ON 18/9/2018

2/10/2018	Janet Gobey – Clerk's quarterly salary	£637.26	LGA 1972, s.111
2/10/2018	Nick Edrupt – Cleaner's quarterly salary	£90.00	LGA 1972, s.111

PAYMENTS MADE BY DIRECT DEBIT 1/9/2018 to 1/11/2018

26/9/2018	EON Village Hall electricity	£15.99	LGA 1972, s.133
19/10/2018	EON Village Hall electricity	£12.29	LGA 1972, s.133

**BANK BALANCES (at end of November 2018) Treasurers Account**

Receipts – £3032 (£2900 (second half of Precept), £132 Village Hall income (lettings and bookings)

Payments - ££783.39

3/09/2018 - £7656.26

**Deposit Account**

Receipts - £0

29/6/2018 - £2932.55

**RESERVES**

**GENERAL RESERVE**

50% of the Annual Precept, plus one month's running costs.

17/18 Annual Precept = £550 50% = £2750.

One month's average running costs (16/17) = £350.

**TOTAL - £3100**

#### **EARMARKED RESERVES**

Replacement of electricity poles and replacement of light fittings with LED lights. Approximate total cost of project = £9574.01

**£2000** is set aside as an Earmarked Reserve towards these costs.

Glebeland lease legal costs - **£1500**.

Village Hall charitable trust costs - **£1000**

General Data Protection Regulations costs - **£500**

Contribution towards Village Hall upgrade costs - **£1725**

**TOTAL EARMARKED RESERVES - £6225**

b. To approve the list of payments to be approved and cheques to be signed.

#### **PAYMENTS TO BE APPROVED & CHEQUES TO BE SIGNED**

Wave	Village Hall water	£13.45	LGA 1972, s.111
SALC	Training – VAT for Councils	£42.00	LGA 1972, s.111
SALC	6 months payroll service	£27.60	LGA 1972, s.111
Clarke&Simpson	Glebeland rental – 11/10/17 to 10/10/2018	£75.00	LGA 1972, s.111

Councillors unanimously approved these payments.

c. To note the interim Budget Report.

Councillors noted this.

#### 10. GDPR

a. To review the Council's progress on compliance with GDPR.

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Councillors reviewed progress to date. The Clerk said that she was continuing to dispose of old paperwork and emails in accordance with the guidelines from SALC. Councillors agreed that all Parish Council emails received by themselves before January 2017 should be deleted. **ACTION:** All Councillors

#### 11. Correspondence

To note and consider any response to the following correspondence:

a. Consultation - Suffolk Minerals & Waste Local Plan – Appropriate Assessment (by email).

**b. SALC E-Bulletin - 15th October 2018 – timing of the Annual Meeting of the Council 2019.**

c. Draft BMSDC Homes Strategy 2019- 2024 and the draft BMSDC Homelessness Reduction Strategy 2019 – 2024 consultation (by email).

12. To note the date of the next meeting and any items for the Agenda.

The next meeting will take place on Tuesday 15<sup>th</sup> January 2019 at 7.30 pm.

No items were put forward for the Agenda.

The Chairman closed the Meeting at 20.37 with thanks to all attending.