



CREETING ST PETER PARISH COUNCIL

Minutes of the Parish Council meeting held at the Church Hall, The Lane, Creeting St Peter on **Monday, 15th January 2018 at 7.30pm.**

Present:

Councillors: M Peacock (Chairman)
S Lawson
D Mason
R Hitt
M Valladares

In Attendance J Blackburn – Clerk

CSP97/17/18 – PUBLIC FORUM

There were no members of the public present.

CSP98/17/18 – APOLOGIES OF ABSENCE

Apologies had been received from District Cllr K Welham.

CSP99/17/18 – DECLARATIONS OF INTEREST

Cllr Mason declared an interest on item 18 of the Agenda, due to him being the Caretaker for the hall.

CSP100/17/18 – APPLICATIONS FOR DISPENSATION

Cllr Mason – as above.

CSP101/17/18 – MINUTES OF THE MEETING HELD ON MONDAY, 27TH NOVEMBER 2017

It was AGREED: That the minutes of the meeting held on Monday, 27th November 2017 be approved as a true record and signed by the Chairman.

CSP102/17/18 – POLICE REPORT

Due to a lack of resources, the Police were not present at the meeting and a report had not been submitted.

CSP103/17/18 - DISTRICT COUNCILLOR'S REPORT

Cllr Welham was not present at the meeting. He had circulated his report prior to the meeting.

CSM104/17/18 - TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR GREEN

Cllr Green was not present at the meeting and had not submitted a report.

CSP105/17/18 - TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS

i) CLERK'S REPORT

The Clerk reported that following the relocation of the District Council offices to Ipswich and the re-shuffling of the staff, it had been difficult to get the last Newsletter printed back in November. The Newsletters used to be printed in Hadleigh with them then being sent by internal courier to the Needham Market offices. She had sought quotes for future printing and whilst one had been received at £76 she was still awaiting others.

It was AGREED: That the Clerk continue to gather quotes from the Town Council and other printing bodies.

ii) **FINANCIAL 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 10th January 2018 was £19,290.03.

iii) **PAYMENTS AND RECEIPTS**

The Clerk reported the following payments be authorised:

100669	Jennie Blackburn	Clerk's Salary (Jan)	£168.87
100670	Jennie Blackburn	Clerk's Expenses (Jan)	£32.83
100671	SALC	Finance for Councillors Training	£42.00
100672	Signs of Cheshire	Noticeboard (Deposit)	£1,065.00
100673	Signs of Cheshire	Noticeboard (Balance)	£1,065.00
100674	MSDC	Annual Play Inspection	£57.04
100675	SALC	CiLCA Training (Clerk)	£100.00
100676	Jennie Blackburn	Clerk's Salary (Feb)	£168.87
100677	Jennie Blackburn	Clerk's Expenses (Feb)	£28.33

It was AGREED: That payments totaling £2,727.94 be authorised and actioned by the Clerk.

iv) **FINAL BUDGET 2018/19**

It was AGREED: That the Final Budget 2018-19 be approved.

v) **PRECEPT 2018/19**

It was AGREED: That the Precept be set at £5,245.00.

CSP106/17/18 – POLICY DOCUMENTS

i) **PUBLICATION SCHEME DOCUMENT**

Suggestions were made for insertion into Section 3 of the document as to the priorities of the Parish Council.

It was AGREED: That the Clerk asked, in the next Newsletter, what the parishioners felt 'should' be the priorities for the Parish Council and any suggestions received to be added into the document.

ii) **DOCUMENT RETENTION POLICY**

It was AGREED: That the policy be approved.

CSP107/17/18 - PLANNING APPLICATIONS

No Planning Applications had been received.

CSP108/17/18 - PLANNING DECISIONS

No Planning Decisions had been received.

CSP109/17/18 – FOOTPATHS

Cllr Peacock confirmed to members that the village's Wildlife Group, to which she was a member, had been asked if they would take over the monitoring of the footpaths to which they had agreed. Following a brief discussion:

It was AGREED: That Cllr Peacock and Virginia Taylor, Tree Warden / Wildlife Group, would walk the footpaths in order to check the signage and condition of them all and would then report any issues back to the Clerk.
That the Clerk request from the County Council a Footpath map for the new noticeboard and also some leaflets for the use of people wishing to walk the footpaths.
That the Clerk liaise with the County Councillor over the slow / lack of service of the Highways Department once issues had been reported to them, to see if he could assist.

CSP110/17/18 – POUNDFIELD / BRETTS AGGREGATE PROPOSAL

Cllr Hitt informed the Parish Council that as it stood the site around Poundfield had been deemed 'not appropriate' for a Waste and Minerals site but Bretts Aggregate were appealing against that decision. In April it would be known if the appeal had been successful or not. It was confirmed that the Poundfields site had been sold therefore the future of the site needed to be closely monitored.

CSP111/17/18 – NEIGHBOURHOOD WATCH CO-ORDINATOR

There was nothing to report.

CSP112/17/18 – NOTICEBOARD

The Clerk updated members that the new noticeboard had been ordered. Cllr Mason added that the Parochial Church Council had expressed an interest in the old noticeboard.

CSP113/17/18 - DEFIBRILATOR

The Clerk confirmed that the order had been submitted for the defibrillator.

CSP114/17/18 – BOUNDARY REVIEW

It was confirmed that proposals for the Boundary Review would be received early February.

CSP115/17/18 – NEW NOTICEBOARD FOR THE CHURCH HALL

Cllr Mason reported that he had sought quotes for a new noticeboard for inside the Church Hall to which the cost would be approximately £45.

It was AGREED: That the Clerk order the noticeboard once the details had been received from Cllr Mason.

CSP116/17/18 - PLAY AREA

The Clerk reported that she continued to seek quotes to re-surface the area around the see-saw. She would report back to the next meeting.

Cllr Mason confirmed that he would get the grassed area rolled during the Spring.

CSP117/17/18 – NATURE RESERVE

The Clerk reported that the entrance works had still not commenced due to the Christmas period and she would chase the contractor for a start date.

It was AGREED: That the Clerk knock on the door of the neighbouring property to ascertain if there had been any disturbances or problems since the Nature Reserve had been shut to the public.

CSP118/17/18 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

- Flooding just outside Creting St Mary
- Broadband – BT works due in the village
- Portfolios for Parish Councillors – to be put onto next Agenda
- Poppy Appeal raised £162.07 last year
- Road Safety Meetings – no longer taking place – on next Agenda to discuss future options
- Large pothole on Mill Lane, sharp bend just past the entrance to the fishing lakes

CSP119/17/18 - DATE OF NEXT MEETING

The next meeting was due to be held at the Church Hall on Monday, 19th March 2018 at 7.30pm.

The meeting finished at 9pm.

Chairman: Dated: