

CREETING ST PETER PARISH COUNCIL



Minutes of the Parish Council meeting held **online via Zoom on Monday, 15th March 2021 at 7.30pm.**

Present:

Councillors: M Valladares (Chairman)
R Hitt
T Taylor
D Mason

In Attendance J Blackburn – Clerk
District Cllr M Norris
R Emmerson – Communities Team (MSDC)
R Kendrew – Communities Team (MSDC)

CSP066/20/21 – PUBLIC FORUM

There was one member of the public present, who wished to raise the following points:

- The fencing on the Church Path where ongoing problems had occurred with someone fouling in the area, had broken in parts.
- Speeding through the village with the danger increasing following a car being clipped by another.

CSP067/20/21 – TO RECEIVE APOLOGIES OF ABSENCE

None had been received.

CSP068/20/21 – TO RECEIVE DECLARATIONS OF INTEREST

None had been received.

CSP069/20/21 – TO RECEIVE APPLICATIONS FOR DISPENSATION

None had been received.

CSP070/20/21 – TO APPROVE THE MINUTES OF THE MEETINGS HELD ON 18TH JANUARY 2021 AND 15TH FEBRUARY 2021

It was AGREED: That the minutes of the meetings held on 18th January 2021 and 15th February 2021 be approved as a true record and signed by the Chairman.

CSP071/20/21 – POLICE REPORT

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

CSP072/20/21 - TO RECEIVE THE COUNTY COUNCILLOR'S REPORT – CLLR GREEN

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

CSP071/20/21 – TO RECEIVE THE DISTRICT COUNCILLOR'S REPORTS – CLLR NORRIS

Cllr Norris's report was circulated prior to the meeting which contained the following matters:

- An update on Covid-19 in Suffolk
- Additional Restrictions Grant reopened for businesses in Mid Suffolk
- New Year, New Homes
- Stowmarket Arts Centre got major boost
- New service to support residents to live independently and safely in their homes
- Pledge to tackle anti-semitism
- Census 2021 would provide a snapshot of modern society
- New recycling campaign aimed to get Suffolk's recycling right

The report would be published on the village website.

Cllr Norris had nothing further to add but confirmed that he had taken the Poundfield application up with enforcement and would follow it up.

CSP072/20/21 – TALK FROM MSDC – SECTION 106 COMMUNITY INFRASTRUCTURE LEVY

Roy Emmerson, Communities Officer – Grants and Funding, and his colleague Richard Kendrew explained what Section 106 (S.106) and Community Infrastructure Levi (CiL) was and how it could be used should the Parish Council be given any such funding. They reported what the money could be used for and how various pots of money could also be applied for.

Their understanding was that in relation to the Gateway 14 development the Parish Council would not be receiving any CiL monies but may benefit from S.106 money.

Mr Emmerson also explained that Community Grant Funding could be available for the Parish Council which could be used for projects such as play areas. A maximum of £25,000 could be applied for.

CSP073/20/21 - TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS

a) TO RECEIVE THE CLERK'S REPORT

The Clerk reported that she had received the Grass Cutting contract from Mid Suffolk District Council (MSDC) for the cost of £143.22 + VAT.

Cllr Mason felt that the grass needed to be cut more regularly to stop the long cuttings that were usually left making the ground more uneven.

It was AGREED: That the contract be renewed.

b) 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 9th March 2021 was £19,672.56.

c) TO AUTHORISE PAYMENTS AND NOTE RECEIPTS

The Clerk reported the following payments be authorised:-

Jennie Blackburn	Clerk's Pay – Mar	195.45
Jennie Blackburn	Clerk's Office Allowance / Expenses (Mar)	£50.75
East Suffolk Drainage Board	Drainage Rates (FAC)	£5.25
Parish Magazine Printing	Newsletter Printing (Jan)	£47.10
MSDC	Grass Cutting (2019/20)	£166.86
Jennie Blackburn	Clerk's Pay - (Apr)	£195.45
Jennie Blackburn	Clerk's Office Allowance / Expenses (Apr)	£28.33
SCC	Street Lighting	£506.83

It was AGREED: That payments totaling £1,000.57 be authorised and actioned by the Clerk.

d) BANK RECONCILIATION

It was AGREED: That the Bank Reconciliation be approved.

e) INTERNAL AUDITOR FOR 2020/21

It was AGREED: That Trevor Brown CPFA (Local Council Financial Services & Internal Audit) be appointed as auditor for the purposes of the 2020/21 audit.

f) EXTERNAL AUDIT ARRANGEMENTS 2019/20

It was AGREED: That the same arrangements applied for external audit arrangements as last year, that the Parish Council did not need an external audit and therefore be classed as exempt.

CSP074/20/21 – POLICIES AND PROCEDURES

a) REVIEW OF INTERNAL AUDIT CONTROL AND RISK MANAGEMENT ARRANGEMENT

It was AGREED: That the Internal Audit Control and Risk Management Arrangements were reviewed and adopted.

b) FINANCIAL REGULATIONS AND STANDING ORDERS

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

c) DATA PROTECTION POLICY

It was AGREED: That the Data Protection Policy be reviewed and adopted.

d) DOCUMENT MANAGEMENT POLICY

It was AGREED: That the Document Management Policy be reviewed and adopted.

e) PUBLICATION SCHEME

It was AGREED: That the Publication Scheme be reviewed and approved.

CSP075/20/21 – PLANNING APPLICATIONS

DC/21/01357 - Householder Planning Application - Erection of front porch extension (following demolition of existing); Application of external thermal render to front elevation and gable end - 4 Peterhouse, Pound Road, Creeting St Peter

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

CSP076/20/21 - PLANNING DECISIONS

The following decision was noted:

DC/20/05468 - Householder Planning Application - Erection of a rear extension - Homelands, The Lane, Creeting St Peter – **Granted**

CSP077/20/21 – CONTRIBUTION TO GATEWAY 14

The Gateway 14 Resident Campaign Group had approached the Parish Council to ask if any contribution could be made towards the cost to appoint a Planning Consultant.

Cllr Valladares felt, and members agreed, that whilst the work of the Campaign Group was very much appreciated, and the Parish Council were sympathetic to the costs involved in making such an appointment, it was not something the parish Council could get involved with and wouldn't be able to justify the amount. The Parish Council's involvement was that of the planning side of Gateway 14.

CSP078/20/21 – OFFER OF FUNDING FROM AN OUTSIDE BODY

At a recent meeting of the Parish Council Michael Roddy, Chief Executive of the Poundfield site, had offered a contribution of funds to the sum of £7,000, to the Parish Council to use as they wished. The Parish Council felt that the money would be better suited to a project such as refurbishing the Church Hall for example. Cllr Valladares had spoken with the Parochial Church Council (PCC) who confirmed they would be happy to make a bid for the money, if the Parish Council formally wrote to them to inform them of the money offered.

It was AGREED: That the Clerk write to the PCC informing them of the money available.

CSP079/20/21 - PLAY AREA

The Clerk reminded members that regular checks of the play area needed to be carried out. Cllr Mason informed the Clerk that he had carried out the last check approximately one month ago. The Clerk asked for the paperwork so she could keep it on file for insurance purposes.

CSP080/20/21 – FEN ALDER CARR NATURE RESERVE

There was nothing to report.

CSP081/20/21 – MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

- Potholes – Mill Lane / Pound Road – concerns following the approaching 9 week closure for drainage works – defects in roads going to be missed.
- Speeding traffic through the village.
- Suffolk Association of Local Councils (SALC) had approved the revised Code of Conduct which would soon be circulated.

CSP082/20/21 - DATE OF NEXT MEETING

It was AGREED: That the next meeting was due to be held on Monday, 17th May 2021 at 7.30pm (APM & APCM)

The meeting finished at 8.35pm.

Chairman: Dated: