

PRESTON ST MARY PARISH COUNCIL

web: prestonstmary@onesuffolk.net

Minutes of the Annual Meeting of Preston St Mary Parish Council

held at 7.30 p.m. on Tuesday 31 May 2016

in the Village Hall

Present: Councillors McGrory; Bisson; Bardzinski
Sylvia Watson, Parish Clerk, 1 Members of the Public

1. **(i) Election of Chairman:** It was proposed and unanimously agreed that Councillor Kerrie McGrory should continue as co-opted Chairman of the Council.
The Acceptance of Office form was duly signed.
(ii) Vacancies on Parish Council: Following the advertising of the current vacancies, Kate Hanlon and Richard Martin contacted the Parish Council expressing an interest to become co-opted members of the Council. It was proposed and unanimously agreed to accept these nominations.
The Acceptance of Office forms were duly signed. Declaration of Interest forms were given to both Kate and Richard for completion.
2. **Chairman's welcome:**
 - (i) Apologies of absence were received from Councillors Luck and Shenton because of work commitments.
 - (ii) Council agreed to accept apologies for absence
3. **Declarations of interest:**
 - (i) There were no disclosures of pecuniary and non pecuniary interests on matters to be considered.
 - (ii) Not applicable.

NB Councillor Richard Martin, declared a pecuniary interest in item 5 and did not participate in the discussion.
A dispensation was granted.
4. **Minutes of last meeting:** Minutes of the Parish Council Meeting of 26 April 2016 were signed by the Chairman as a true and accurate record. Councillor Bardzinski clarified that the Village Hall is a charity.
5. **Public Forum:** To receive comments from the Public
 - (i) Correspondence has been received concerning damage to the periphery of the village green caused by inappropriate parking of vehicles.
The member of the public gave the Chairman the telephone number of the builder. Councillor McGrory will politely request he 'makes good' the damage caused by contractors' vehicles.
It was also suggested that a request be made to the management of the Six Bells to increase the visibility of the entrance to their car park.
Sylvia agreed to contact the correspondent with this response.
Following a question raised about who is responsible for maintenance of the village greens, it was confirmed that the owners of the houses immediately facing onto the green voluntarily keep the area mowed and in good order.
There were no other comments from members of the public.
6. **To receive Reports from County and District Councillors:**

County Councillor Jenny Antill and District Councillor Clive Arthey have already given their reports to the Annual Village Assembly held on the 26 April.

7. Clerk's Correspondence:

(General correspondence has been circulated by email prior to the meeting and any matters arising have been added to the Agenda)

a. Schedule of Council meetings 2016-7: agreed and unanimously accepted.

b. Website: This is now regularly updated with information about the Parish Council, including Council Membership, Council Meetings, Policies and Procedures. [To view the web pages - http://prestonstmary.onesuffolk.net](http://prestonstmary.onesuffolk.net)

c. Review of Clerks salary/hours etc. It was unanimously agreed by all Council members, that the Clerk's hours of work should be increased to 4 hours per week. A new Contract of Employment has been agreed with the Clerk following discussion with SALC and using the National Association guidelines. The increase will be partly offset this year by funding from a further, final application for Transparency Funding.

d. Data Protection Registration: It was unanimously agreed that the Council should apply to be registered. The Clerk was asked to register with the Information Commissioner.

e. Tesco Bags Help Scheme Tesco Bags providing funding for community green spaces. For further information – contact Gary Lowe, Community Project Officer.-email gary.lowe@groundwork.org.uk

f. Review of Newsletter Advertising Rates: The current rates for advertising in the Parish Newsletter have not been reviewed for some time. It was unanimously agreed by the Parish Council of the need to increase them in order to offset increased production costs. Local events will continue to be advertised free of charge. The Parish Council will continue to pay the majority of the newsletter production costs. All current advertisers will be notified shortly.

Preston St Mary Newsletter Amended Advertising Charges from July 2016

ONE-OFF ADVERTISEMENTS:

Local events	free of charge
Full page advertisements for locals	£ 9.00
Full page advertisements Non locals	£18. 00

FOR 6 ISSUES:**Local Organisations:**

Third of Page	£ 9.00
Half Page	£18. 00
Full Page	£36. 00

Non Local Organisations:

Half Page	£36. 00
Full page	£54. 00

Issues: Feb/Mar: Apr/May: Jun/July: Aug/Sept: Oct/Nov: Dec/Jan:

Editor: Caroline Gove – pstmpaper@gmail.com

Copy dates: To Caroline at least one month prior to issue date.

Payments to: Preston St Mary Parish Council.

g. Suffolk's Year of Walking - promoting walking events in the County. For updated information contact www.suffolkyearofwalking.co.uk

h. BT Telephone Box. The Council is pleased to report that the light in the old red BT telephone box is now working once again. Grateful thanks to Councillor Peter Day of Monks Eleigh Parish Council.

i. Anglian Water's Pollution Prevention Team pollutionwatch@anglianwater.co.uk. This is a new campaign about **SPOT; REPORT and STOP** pollution incidents as soon as possible and minimizing the impact on the environment. There are many tell-tale signs that pollution has entered a river or a stream. These include sewage solids; toilet debris; soap suds; grey coloured water; sewage smell. **Call Pollution Hotline 03457 145 145**

j. Our new local police officer is PCSO 3263 Laura Mansell – Laura is the Parish Council Liaison Officer for Sudbury and Babergh West. The Sudbury Safer Neighbourhood Team has reorganised and PCSO's no longer work after 6pm. They are not location based as before. PCSO will no longer attend Parish Council Meetings, but may be available for AGM meetings. **For non emergency calls telephone number 101. www.suffolk.police.uk.**

k. Suffolk Community Emergency Planning Team: Preston Parish Council is developing an Emergency Plan for the village.

I. A new Broadband Universal Service Obligation Consultation has been launched which seeks to facilitate a Universal Service Obligation of no less than 10Mbps broadband speed to every household. **For further information:** http://www.gov.uk/government/uploads/attachment_data/file/510148/Broadband_Universal_Service_Obligation.pdf. Responses to broadbandusoconsultation@culture.gov.uk

8. Finance:

(i) Audit: The Internal Audit Report was read and approved by the Council and signed by the Chairman.

(ii) The Accounts for the year ended 2015-2016 were approved and the Statement of Assurance was signed by the Chairman.

(ii) Bank Barclays balances as at 29 April 2016

Current A/C	£5659.09
Savings Account	£ 500.84

(iii) Payments due:

Chq:	100519	SALC Clerk's meeting	£ 9.00	LGA 1972 s111 &2	
	100520	Chilton (PPP)	£ 72.00	LGA 1972 s137a	
	100521	EON (phone box electricity)	£ 22.41	LGA 1972 s137a	
	100522	SALC subscription	£125.93	LGA 1972 s143	
	100522	SALC publications	£ 6.73	LGA 1972 s111	£ 236.05

Cheques signed by Cllr. Bardzinski and countersigned Cllr. Bisson:

(iv) Income received since the previous meeting:

Transparency grant	£423	
Precept- 1st 50%	£2161.42	£2584.42

9. Planning:

(i) Consultation on Housing and Planning Bill

Planning Changes – This is an important consultation for all local councils. The Housing and Planning Bill reached the Committee stage in the House of Lords in March 2016.

- The consultation covers some major planning proposals, including;
- Creating incentivized planning fees and potentially introducing commercialization into the planning process.
- Introducing a two stage planning process of permission in 'principle' and 'technical details'.
- To read the full details of the changes: www.gov.uk/government/uploads/attachment_data/file/501239/Planning_consultation_PDF

Suffolk Association of Local Councils (SALC) has submitted a comprehensive response detailing the reasons why the government needs to continue to recognize the value of maintaining and building on the local council role and the importance of consultation and engagement with the community.

(ii) Application B/16/00298 Erection of Cartlodge, Willowbrook, The Street – planning permission granted

(iii) Application B/16/00271 Erection of South Garden Wall, Applebough, Whelp Street- permission granted within defined Red Line Plan

(iv) Application B/16/00440 Erection of garden wall

(iv) Application B/15/00525 Refurbishment and Extension to Swift's Farm Riding Centre – permission granted within defined Red Line Plan

(vi) 2016 Community Infrastructure Levy: CIL is a new levy that local authorities can charge on developments in their area to ensure facilities and services in the area have the capacity to keep up with new homes and to enable further sustainable growth.

The CIL Charging Schedule sets out the rate per square metre for charged developments which is payable on commencement of Permitted Development as well as Planning Permission development.

A portion of CIL income is paid to Parish Councils to be spent on offsetting the impacts of development in the area. The P.C. must report on the CIL received and spent each year. The remaining CIL income is spent on the district council.

The Babergh and Mid Suffolk Infrastructure Team is responsible to administer the collection of CIL payments to P.C.s and district spending.

Preston St Mary Parish Council, as at November 2011, received £2975.39 received under Section 106 Agreement payments, following the building of a house next to the Village Hall. A further amount of approximately £4000 will be added to this account for a housing development on Parsonage Farm.

Section 106 funding can only be used for play and recreational facilities and it has a time restriction of 20 years.

For further information contact by email: infrastructure@baberghmidsuffolk.gov.uk

10. Questions to the Chair/Reports from Councillors

There were no further questions or Reports.

11 The next meeting will be held on Tuesday 27 September at 7.30 pm in the Village Hall

Minutes prepared by the Clerk, Sylvia Watson

Minutes signed by the Chairman

Councillor Kerrie McGrory

Date