

MINUTES OF THE MEETING OF NEWBOURNE PARISH COUNCIL

Held on 4th August 2014

Present: Lionel Scott (Chair) Jim Wicks, Michael Frost, Jan Carlton, Sue Pollard

In attendance: Colin Moore (Clerk)

Public question time. As there were no members of the public attending the Chair formally opened the Parish meeting at 19.30hrs

1. **Apologies for absence:** Peter Waller (Chair), Peter Smyth, Carrie Risdale,
2. **Declarations of disclosable pecuniary interest:** None
3. **Minutes of the Parish Council Meeting 7th July 2014.** The minutes were **approved** without amendment and signed by the Chair.
4. **Suffolk Police update.** The July police report had been received and distributed to Councillors. The report was **noted**.
5. **County and District councillor's reports.** Neither Patricia O'Brien nor Veronica Falconer were in attendance. However an email from Cllr Falconer was read out by the Clerk. Information was provided in relation to the warding arrangements for Suffolk Coastal following review. A total of 42 councillors will be appointed by election next year and Newbourne will be included in the Kirton Ward along with Waldringfield, Hemley, Bucklesham, Levington and Stratton Hall, and Kirton and Falkenham. There was also an update on the NANT legal action which will now result in further delay to the final clearance of the Local Plan.
6. **Action points.** One outstanding item. A written approach to the District Council in respect of concerns regarding fly tipping at the entrances to the village. Will be prepared by the clerk in conjunction with Lionel Scott.
7. **Planning**
 - a) **DC/14/1972/FUL – Installation of a farm anaerobic digester plant Walk Barn Farm.** The clerk reported that the parish recommendation to refuse unless conditions regarding transport movements were applied had been submitted and are now published on the SCDC Planning website. Decision awaited.
 - b) **East Anglia THREE Offshore Windfarm.** Maps showing the latest cabling route were examined by councillors and **noted** only.
8. **Finance**
 - a) Clearance of cheques for payment. Payment of all pending expenditure transactions (list attached to these minutes) **agreed** and cheques signed.
 - b) Budget report. The clerk produced an updated budget schedule and advised that the salary, administration and landscaping budgets were under pressure. It was his intention to prepare a budget review for the half year stage. The report and was **noted**.
 - c) Audit update and amendment approval. The clerk reported that two questions had been raised by the external auditors (BDO) had been dealt with. Further, BDO required an amendment to the asset figure which had been restated for the audit year. The requirement was that the restated figure should also appear in the box for the previous year. This amendment was effected and duly

signed by the Chair and Clerk. Approval for the action taken by the Chair and Clerk was **agreed** by the meeting.

- d) ROSPA Training – cost approval. The clerk reported that the ROSPA training for play spaces would be charged at £25 per person. Payment for the Clerk and Carrie Risdale was **approved**. Further it was **agreed** that Carrie Risdale be invited to nominate a third person to undertake the training, not necessarily a member of the parish council, to provide support for the play space inspection programme.
- e) Bus shelter quote for weed removal and tidy area. It was agreed that the SCL quote for work in relation to the bus shelter (£50+VAT) be accepted. It was further **agreed** that the work should be deferred until the autumn/winter.

9. Clerks report and correspondence

- a) Insurance policy renewal. Meeting with Came & Co. report back. The Clerk reported that the meeting with Came & Co on Monday 14th July had been most helpful. The company sought a revaluation of the village hall and parish assets. The Clerk was asked to make the arrangements.
- b) Request for information – update. Feedback generally expressed the view that a mobile shop would not be very successful given the proximity of large supermarkets and general mobility of the parishioners. The clerk was asked to respond in these terms to the enquirer, Realise Futures, whilst wishing them every success with the venture.
- c) Recycling Experience Tours – anyone wishing to attend. Jan Carlton asked that her name be put forward.
- d) District Council Leisure Strategy update – Progress noted and the web link for comment had been circulated. **Noted**.
- e) Consultation on the future of Children’s centres – Notification of the consultation had been distributed and councillors invited to comment should they wish to do so. It was **agreed** that the parish council would not be making a joint submission.
- f) Training – eLearning. The clerk reported that a free eLearning site ‘The National Training Strategy for Town & Parish Councillors’ was available on www.ntselearning.co.uk. The Chair asked that this link be added to an information sheet which included councillor contact details.
- g) More4 programme – the clerk advised that he had received a request from Reef Television for a contact to explore the possibility of including Newbourne in a series about British villages. Mr Leigh Belcham was suggested and the Clerk asked to follow up the enquiry.

10. Adoption of a revised Parish Council code of conduct. Adoption of the code of conduct issued in draft at the July meeting was proposed and **agreed**.

11. Revelry

- a) Zip wire ride update and next steps. The clerk reported that he had obtained estimates for different levels of inspection and restoring the zip wire. After discussion regarding a decision whether to restore the ride it was agreed that the subject be deferred to the following month to allow attendance by the full council. The clerk was instructed to hold all actions in relation to the zip wire, including signage and H&S inspection programmes.
- b) Consideration of quotations for sand and bark top-ups. The clerk reported that Carrie Risdale had obtained a free supply of bark and that it would be applied by volunteers. The quotation from SCL for supply and top up of sand (£85+VAT) was accepted and **agreed** with the proviso that proper grade children’s play sand was supplied).
- c) Signage. Consideration was deferred until the next meeting.
- d) Litter bin. After discussion as to the need and drawbacks in installing a litter bin at the play space the Suffolk Coastal estimate for supply and installation of a 90 litre litter bin (£200+VAT) at the play space was accepted and **agreed**. Clerk to organise in conjunction with Sue Pollard.

12. Web Site update. In the absence of Peter Smyth no update was received.

- 13. Village Hall update on valuation and repairs required.** Sue Pollard reported that the repairs were due to be carried out in the near future and the Clerk advised that he would contact Suffolk Coastal locality fund administrators and advise them of the current position. Valuation process with the clerk to action.
- 14. Fly tipping.** The Chair offered to assist the Clerk in making a written submission to Suffolk Coastal expressing concern regarding the current proliferation of fly tipping incidents in the village. The Clerk was asked to add local flooding issues to the agenda for the next meeting.

There being no further business the meeting closed at 21.30.

Chair, 4 August 2014