

## **MINUTES OF KERSEY PARISH COUNCIL ORDINARY MEETING HELD ON MONDAY 12 JANUARY 2015 IN KERSEY VILLAGE HALL AT 7.30 PM**

### **PRESENT**

John Hume – Chair, John Maltby, Veronica Partridge, Giles Hollingworth, 5 members of the public and the Clerk – Sarah Partridge. Jenny Antill and Robert Lindsay attended for part of the meeting.

**1/15 APOLOGIES** were received and accepted from Yvonne Martin and Ian Fidell. PCSO Coleman sent her apologies.

### **2/15 CO-OPTION TO FILL THE VACANCY FOR ONE PARISH COUNCILLOR**

There had been some interest which the Clerk will follow up.

### **3/15 ACCEPT MEMBERS' DECLARATIONS OF INTEREST - None**

### **4/15 CONSIDER ANY DISPENSATION REQUESTS FOR PECUNIARY INTERESTS RECEIVED FROM COUNCILLORS – None received**

### **5/15 REPORTS -The meeting was adjourned to receive reports.**

**a) Police** – PCSO Coleman had sent a report stating that there had been no reported crimes since the last meeting on the 17 November. Locally within Babergh the police are seeing an increase of burglary – dwellings, those properties targeted seem to be isolated with no neighbours to see anyone acting suspiciously! Items being stolen are cash and or jewellery. Please keep eyes peeled for any vehicles or persons in the area and call it in on 101 (999 if you see anyone actually trying to break in to someone's property!) Also sheds, garages and outbuildings are targets in some areas with the usual items of power tools and lawn mowers being stolen.

*The meeting was reconvened.*

### **6/15 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 17 November 2014 were signed and dated as being correct.

### **7/15 CLERK'S REPORT**

Highways have informed the Parish Council that Priory Hill, Kersey Road, Lindsey and Church Road to Rose Green Road, Lindsey will be closed for carriageway repairs between 8 Feb and 12 Feb.

The Clerk has contacted Highways about some of the potholes around the parish. Highways are also going to look at the slippery pavement outside 2 Church Hill Cottages to see what can be done. The wobbly tree in Vale Lane is Babergh responsibility and the matter was originally referred to them in February 2014, the clerk will follow this up with Babergh.

The Clerk has been in contact with Babergh about the progress of converting to e-planning consultations and the Clerk has been given information about grants to apply for financial support to purchase a projector and possibly a laptop to enable the Parish Council to engage with e-planning.

The clerk attended a Clerks networking event at SALC in December where there were some interesting and useful topics of discussion.

### **8/15 CORRESPONDENCE**

All correspondence for the Parish Council had been circulated to Councillors. Councillors then discussed some items.

A resident in Kersey had contacted highways expressing concerns about parking during school drop off and collection times. These have been referred to the police. It was also asked if the 30mph speed limit could be extended further down Mill Lane. Councillors discussed this but felt that extending the limit zone would not make any difference to traffic speed and there would be a cost incurred to move

the sign. There was a discussion about the need for a 'School Sign' on Mill Lane. The Clerk will investigate this.

Government has published a Transparency Code for Smaller Authorities (includes town and parish councils with an annual turnover not exceeding £25,000). The related regulations have been laid and will be debated by Parliament in the New Year. Once the regulations are made the intention is that the Code will become mandatory for the start of the 2015/16 financial year. This means that Kersey Parish Council will have to comply with the Code instead of submitting to external audit. Internal audit will still be required.

The Rail Executive has issued the East Anglia Rail Franchise Consultation Document, which asks for stakeholder views on the rail options that will be included within the franchise Invitation to Tender, due to be published in August 2015. Suffolk County Council and Suffolk Chamber of Commerce are extremely concerned about the options raised for the Ipswich to Peterborough passenger rail service. They are working together to develop a campaign to lobby for an hourly Ipswich to Peterborough passenger service and for infrastructure improvements at Ely. They would like councils to support their campaign by writing to the Rail Executive; the Rail Minister, Claire Perry MP; and the local Member of Parliament to demand that the new rail franchise includes an hourly Ipswich to Peterborough passenger service. Councillors discussed this and agreed the Parish Council should respond.

### **9/15 TO CONFIRM THE CLERK'S SALARY FOR 2014 – 2016 FOLLOWING THE NATIONAL SALARY AWARD**

The National Joint Council for Local Government Services (NJC) has reached agreement on new pay scales for 2014- 2016 to be implemented from 1 January 2015, a non-consolidated (one off) payment for employees in December 2014 and another in April 2015. The non-consolidated payments for clerks employed under the terms of the model contract have been agreed between NALC and SLCC and are pro-rata for part time employees.

The Clerk has a model contract and is on Spinal Column Point 27 as agreed at the recent Clerk's job appraisal and salary review; the new hourly rate from 1 January 2015 will be £12.317. Following the pro rata calculations the non-consolidated payment to be paid in December 2014 will be £16.21 and the payment in April 2015 will be £1.14. Councillors agreed to the new rates and payments.

*Jenny Antill joined the meeting.*

### **10/15 FINANCE**

A copy of the accounts to date and a financial statement, showing bank balances and expenditure for approval were tabled by the Clerk; these are appended to the minutes. Payments were all approved. It was expected to hear from the Ipswich Buildings Society shortly with confirmation the new signatories for the Millennium Book Fund account have been approved.

*Robert Lindsay joined the meeting.*

**11/15 REPORTS** -*The meeting was adjourned to receive reports.*

**a) Suffolk County Councillor** – Jenny Antill gave her report which is appended to these minutes and answered questions from the floor.

*Jenny Antill gave her apologies and left the meeting.*

**b) Babergh District Councillor** – Robert Lindsay gave his report which is appended to these minutes and answered questions from the floor including a question about future plans for the land owned by Tesco in Hadleigh. Robert said he would find out and let the council know at the next meeting.

*Robert Lindsay gave his apologies and left the meeting.*

### **12/15 PLANNING APPLICATIONS**

There were no items of planning progress and no planning applications to consider.

**13/15 KCPC WORKING GROUP** – No report

**14/15 FOOTPATH WORKING GROUP**

John Maltby reported that there were no known problems on the footpath network.

**15/15 TO DISCUSS PROGRESS WITH THE PROJECT TO IMPROVE THE FOOTPATH LINKS BETWEEN THE CENTRE OF THE VILLAGE AND VALE LANE INCLUDING THE PROPOSED JUBILEE STEPS**

Giles Hollingworth had spoken to Steve Merry at highways and discussed the project again; we are still awaiting his comments and confirmation about the final specification before we can proceed further.

**16/15 SET DATE FOR SPRING LITTER COLLECTION DURING MARCH**

It was agreed to hold the annual spring litter collection again, it will be held on Saturday 14 March, meet at Vale Lane triangle at 10am to collect a rubbish sack and to be allocated an area to tidy. Anyone wishing to tidy an area at a more convenient time should contact John Maltby who will be co-ordinating the tidy. It was agreed to ask the school if they would like to join in with this initiative again this year. A note will be put in the newsletter promoting the event.

**17/15 TO CONFIRM THE BUDGET AND AGREE THE PRECEPT AMOUNT FOR 2015/2016 AND SIGN FORMS**

Councillors all had a copy of the proposed budget as discussed at the last meeting. Babergh has confirmed the tax base for 2015/16 will be 180.31 which is a 1.5% increase and the Council Tax Support grant for 2015/16 will be £86.17. Since the last meeting the Clerk has made a couple of amendments to the proposed budget. The SALC subscription rate has been confirmed as £162 and it looks likely the Parish Council should register with the Information Commissioner annually for data protection reasons so the annual registration fee of £35 has been added to the administration budget. The Clerk will investigate the need for registration further but it is prudent to allow for this in the budget. Councillors considered one or two items for future spending; fixed asset repairs, possibly replacing the existing street lighting with LED lighting to further reduce energy usage, the need to purchase a projector and laptop to enable the Parish Council to engage with the proposed e-planning consultation process with Babergh. It was agreed that any underspend on the budget at the end of every year should be put into a reserve held for fixed assets and repairs in the future. This would enable the Council to build up a fund without increasing the precept. Having considered all these changes the Council resolved to set the total budget at £6,700, for a band D property the parish element of the council tax will be the same as last year at £37.16. The appropriate form to request a precept of £6,700 plus the Council Tax Support grant of £86.17 was completed and signed. An updated version of the budget is appended to these minutes.

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|--------------------------------|------------------|
| Administration                 | £578.00          |
| Clerks Salary                  | £3,845.00        |
| Training/Meetings              | £250.00          |
| Street Lighting                | £210.00          |
| CAS Suffolk Insurance          | £480.00          |
| Glebe Insurance                | £50.00           |
| Hedge Cut - The Glebe          | £83.00           |
| Playground Safety Inspection   | £85.00           |
| Dog Litter Bin emptying charge | £43.00           |
| St Mary's Church               | £400.00          |
| Chairman's Allowance           | £0.00            |
| Election costs                 | £25.00           |
| Church Walk future maintenance | £130.00          |
| Footpath Map printing reserve  | £75.00           |
| Contingencies                  | £300.00          |
| Tax base fluctuation fund      | £146.00          |
|                                | <hr/>            |
|                                | <b>£6,700.00</b> |
|                                | <hr/>            |

**18/15 TRAINING**

Information about training courses is regularly circulated to all Councillors. Since Parish Council elections will be held in May it was agreed to delay the planned bespoke Councillor training for the whole Council until after the election.

**19/15 REPORTS FROM MEETINGS**

1 December Babergh/SALC Area meeting, John Maltby had been unable to attend.

**20/15 FORTHCOMING MEETINGS** – There are no dates for forthcoming meetings.

**21/15 ANY OTHER BUSINESS** – None

*The meeting was adjourned for 'Parish Time'*

It was commented that there is a very large puddle at the edge of Church Walk lane right beside the gate into the graveyard. Ideally this needs to be filled to make access easier for visitors to the graveyard. It was thought this was the landowner's responsibility; the Clerk will follow this up. A query was raised about a possible missing footpath sign near the end of Vale Lane as some walkers seem to be walking on a private land rather than the public footpath. John Maltby will investigate and notify Rights of Way if a new sign is required.

*The meeting was reconvened.*

There being no further business the meeting closed at 8.55 pm.

Appended to these minutes are 6 sheets:

Kersey Parish Council Receipts and Payments to date (2 sheets)

Kersey Parish Council Finance sheet for 12 January 2015

SCC report from Jenny Antill

Babergh report from Robert Lindsay

Kersey Parish Council Budget to 31 March 2015 and agreed budget for 2015/16