

THRANDESTON PARISH COUNCIL

Minutes of Meeting of Thrandeston Parish Council held at 7.30 on **Monday 6 March 2017** in Thrandeston Village Hall.

PRESENT: Councillors Goff Hawes (Chairman), Andrew Colchester, Sharon Colchester, Jerry Cotter and Alison Murton. District Councillor Burn (arrived 19.40) and the Clerk (Sarah Foote).

1. Apologies for absence

None.

2. Chairman's opening remarks

The Chairman reported that storm 'Doris' had caused havoc through the parish which had been cleared away by many volunteers from the parish.

3. There were no declarations of pecuniary and non-pecuniary interests from members on any item to be discussed.

4. PUBLIC FORUM

No members present.

5. To consider confirming the minutes of the meeting of 23 January 2017

The minutes of the meeting held on 23 January 2017 were agreed as a true record of the meeting

6. There were no matters arising from the minutes of the meeting 27 January 2017

7. The Common

a) Report from the Commons Co-ordinator – Cllr A Colchester read his report which is appended to the minutes. The report included details of the Chestnut tree which had fallen from Little Green during the recent storm.

b) Ongoing correspondence from a parishioner was noted and had been answered through the publication of the minutes of the last meeting and the report which was just read from the Commons Co-ordinator. The report would be emailed to the parishioner and, as usual, would be published on the Parish Council website. **Action: Clerk**

c) The DEFRA Notice under Regulation 5 (3A)(b) of the Nitrate Pollution Prevention Regulations was noted. The Parish Council agreed they were compliant and the Notice would be held on file.

19.40 Mid Suffolk District Council – Cllr Burn arrived and gave his report which detailed the Diss and District Neighbourhood Plan, Electoral Boundary review and the current scoping opinion for a possible poultry processing plant on Eye Airfield.

8. Trees on Little Green

a) Details of the fallen tree were included in the Commons Co-ordinators report as above.

b) The opinion of a qualified Arboriculturist would be sought and, if necessary, emergency spending powers could be used to cover any survey cost. **Action: Chairman**

9. Procedural

a) The Asset Register was reviewed and it was agreed there were no additions during the last year.

b) Standing Orders were reviewed and it was noted that SO 3L should be amended in line with legislation which allows members of the public to film and/or record Parish Council meetings. **Action: Clerk**

c) The Financial Regulations were reviewed and no changes were necessary.

d) The Statement of Internal Control was reviewed and no changes were necessary.

e) The Council's Risk Register (Assessments) were reviewed and it was agreed to expand the assessment for Little Green to include any information from the report in 8B above.

f) Receipt of the Declaration of Compliance for Automatic Enrolment with the Pension Regulator was noted.

10. Finance

a) The Clerk confirmed the bank account to a balance of £5,177.

b) It was agreed to make the following payments...

| Amount | Payee | Details | Chq No | Power |
|---------|-------------|--|--------|------------------|
| £262.35 | Sarah Foote | Clerk's salary February and March 2017 | 100514 | LGA 1972 S112(i) |
| £3.40 | HMRC | PAYE | 100515 | LGA 1972 S112(i) |
| £17.40 | Sarah Foote | Clerk's expenses February and March 2017 | 100516 | LGA 1972 S111 |
| £35.00 | ICO | Data Controller annual registration fee | 100517 | LGA 1972 S111 |

11. Correspondence

The following items of correspondence received since the last meeting were noted:

| Date received | From | Subject |
|---------------|---------------------------------------|---|
| 22.02.17 | Suffolk Association of Local Councils | War Memorials Grant Scheme. <i>It was agreed the Clerk would forward this information to the PCC.</i> |
| 13.02.17 | Police and Crime Commissioner | Public Meeting Schedule |
| 30.01.17 | Mid Suffolk District Council | Town and Parish Newsletter |

Signed Chairman..... Clerk

Date

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12. Urgent Matters -

Cllr S Colchester asked if the County Council had provide any information about parishes being permitted to cut their own verges. **Action: To be pursued with County Councillor Fleming.**

Cllr Hawes reported that he had been informed Superfast Broadband would be available in the parish in March 2018.

13. Date of next meeting and agenda items – Tuesday 2 May 2017. Agenda items to include; consideration of any action relating to the fallen Oak Tree on the Marsh, appointment of Internal Auditor, new NALC/SLCC pay scales. Meeting Closed 20.20.

Signed Chairman..... Clerk
Date