

FARNHAM WITH STRATFORD ST ANDREW PARISH COUNCIL  
Minutes of the meeting held Monday 10 July 2017 at the Riverside Centre

Present: Councillors Ian Norman, Ian Tayler, Rosemary Conibeer, Viviane Garland, Gordon Gilbert, Richard Ayres

Apologies: Jill Pass, Councillor Carol Poulter (SCDC),

In attendance: Parish clerk Debbi Tayler, Councillor Andrew Reid (SCC)

**72/17 Apologies**

Apologies were received from Jill Pass and Carol Poulter (SCDC).

**73/17 Declarations of Interest**

There were no declarations of interest.

**74/17 Minutes of meeting held 12 June 2017**

The minutes of the last meeting were unanimously approved and signed. Councillor Norman advised that Tim Plant has expressed an interest in the parish councillor vacancy. Once SCDC have advised that the notice period has expired any expressions of interest will be considered for co-option. He said that although according to the rules four councillors must represent Farnham and four represent Stratford St Andrew, all councillors work for the good of the parish as a whole.

**75/17 Questions from the public**

There were no questions.

**76/17 Reports from County and District Councillors**

Councillor Poulter's report was circulated prior to the meeting. Councillor Reid highlighted several points from his report including the vacancy for a CEO as Deborah Cadman is moving to the West Midlands. He also mentioned the new Park and Ride service, a new leadership team at Highways and the demise of the Highways office at Saxmundham. The new team will be based at Halesworth, he will send more information as it becomes available. Councillor Ayres said that the recent road closure through Farnham had worked well. The clerk said that diversion signs were inadequate and resulted in unsuitable vehicles accessing Great Glemham Road again. The clerk will write to Councillor Reid. Councillor Reid said that superfast broadband is now available to 90% of the county. Councillor Ayres said they have been offered superfast broadband which is actually slower than normal broadband but he presumes he is still included in the 90% figure. Councillor Reid said he would use Councillor Ayres as a case study. Councillor Conibeer mentioned that the staff at the Leiston Household Waste Recycling Centre were generally unhelpful to customers.

**77/17 Clerk's Report**

The correspondence log was circulated.

The clerk advised that the recent planning applications for Farnham and Stratford St Andrew are still pending decisions. The clerk has signed up for the new EConsultation platform for SCDC's public access system. This is designed to improve the availability of planning information and reduce costs.

The clerk has also registered for email information about forthcoming roadworks with SCC.

**78/17 RFO's report**

The clerk advised that the local branch of Barclays Bank in Saxmundham is to close on 29 September 2017.

The current bank balance in Barclays Bank is £6312.44.

There were three invoices for approval:

Clerk's salary	118.98	Legal power
PAYE Month 4	29.60	LGA 1972 s.112
Councillor Guide	32.97	LGA 1972 s.111

The invoices were all approved. The balance in the account is now £6130.89. There were receipts from the Riverside Centre in respect of the PWLB loan. These were for £675.51 and £683.37 on 28 June 2017.

A receipt for the £30 donation to CAS has been received.

The clerk advised that the external auditor BDO has raised two issues regarding the annual return which she has answered.

**79/17 Expenditure v budget report quarter 1 April – June 2017**

The clerk presented the expenditure v budget report for the first quarter. This shows that after earmarked reserves have been accounted for 18.5% of the budget has been spent in 25% of the year. This shows that the council is managing within its budget. The figures were approved and it was agreed that an improved format should be sought.

**80/17 Reserves Policy**

Following advice from the SALC Finance Manager and having looked at other parish council's reserves policies the clerk presented her first draft to the meeting. The general approach was agreed and the clerk will present the Financial Risk Assessment at the next meeting which will inform what level of general reserves should be held. Account will be taken of what is covered by the insurance policy and what outstanding risks there are that should be covered by a reserve.

**81/17 LGA 1972 s.137**

The clerk presented the policy document which was unanimously approved.

**82/17 Neighbourhood Planning**

Following Hilary Hanslip's presentation and discussion at the June meeting it was proposed by Councillor Norman and seconded by Councillor Tayler that the parish council should not pursue a Neighbourhood Plan at this time. There was unanimous approval for this approach. It was agreed that the council will participate and contribute to the forthcoming SCDC Options and Issues Consultation and take advantage of any one to one meetings that are offered.

**83/17 Request for contribution to Riverside Centre playground refurbishment**

The clerk has received a request that the parish council considers making a contribution towards the cost of refurbishing the playground area at the Riverside Centre. The works will include equipment and flooring and is estimated to cost in the region of £30,000. The Executive Committee of the Riverside Centre has secured funding from the SCDC Open Play Space Scheme and the District and County councillors towards the costs. Councillor Tayler proposed that a grant be awarded in principal under s.19 of the Local Government (Miscellaneous Provisions) Act 1976,

this was seconded by Councillor Conibeer and approved by a majority. It was agreed that the amount of the grant should be decided once costings are finalised and the council's general reserves are agreed.

**84/17 Reports from external meetings**

Councillor Norman had attended the SALC Area Meeting at which it was reported that civil parking will no longer be policed after 2018.

**71/17 Items for future meetings**

Councillor Tayler advised that he has heard of someone in a neighbouring village who may be interested in a half allotment plot. He is seeking advice from SALC as to whether this can be allowed.

Items will include the Reserves Policy, Financial Risk Assessment, casual vacancy and allotments.

Date of next meeting 14 August.

The meeting was closed at 21.25.

Signed.....Date: \_\_\_\_\_