

FARNHAM WITH STRATFORD ST ANDREW PARISH COUNCIL
Minutes of the meeting held Monday 11 September 2017 at the Riverside Centre

Present: Councillors Ian Norman, Ian Tayler, Rosemary Conibeer, Viviane Garland, Gordon Gilbert, Richard Ayres, Tim Plant, Jill Pass

Apologies: Councillor Carol Poulter (SCDC), Councillor Andrew Reid (SCC)

In attendance: Parish clerk Debbi Tayler, three members of the public

101/17 Apologies

Apologies were received from Andrew Reid (SCC) and Carol Poulter (SCDC).

102/17 Declarations of Interest

There were no declarations of interest.

103/17 Minutes of meeting held 14 August 2017

The minutes of the last meeting were unanimously approved and signed.

Councillor Plant was welcomed to the meeting.

Councillor Tayler advised that there is a local resident who is interested in taking over a half plot, she will be attending the allotment tenants meeting in October.

104/17 Questions from the public

Mr de Grove and Mr Conibeer said that the problem of the discharge of foul water into the ditch behind Farnham Leisure is still being impeded by a blockage.

Councillor Conibeer contacted the county council who said it is not their responsibility. A representative from the Inland Drainage Board was also contacted who has offered to go and speak to Farnham Leisure who lease their land from the landowner. He would like to speak to Councillor Norman as it should be the parish council who takes this matter forward. Councillor Norman will speak to both the IDB and Farnham Leisure.

Councillor Norman reminded the council about the forthcoming SEGWAY consultation at the Riverside Centre on 20 and 23 September 10am to 6pm. It is important that all residents and businesses are encouraged to attend.

105/17 Reports from County and District Councillors

District and county council reports had been forwarded to members.

106/17 Clerk's Report

The correspondence log was circulated.

The clerk advised that the 50mph signs currently sited at the end of Long Row Cottages is to be moved to just before the Chapel Lane/Blaxhall turnings as part of the AQMA action plan.

There are to be important changes to the data protection legislation and SALC is running a workshop which Councillor Pass has agreed to attend.

107/17 RFO's report

The current bank balance in Barclays Bank is £4576.69.

There were two invoices for approval:

Clerk's salary	103.29	Legal power
PAYE Month 6	25.80	LGA 1972 s.112
		LGA 1972 s.112

The invoices were all approved. The balance in the account is now £4369.78. There were no receipts.

108/17 Conclusion of annual return 2017/18

The clerk advised that the external audit for the year ending 31 March 2017 has been completed and the annual return signed and sent back. The following issues were raised.

Expenditure powers – the powers relied upon when making expenditure were not recorded. This has now been resolved and the relevant powers are noted on the invoice approval sheet and in the minutes.

Budgetary process – the internal auditor noted that the budget was not monitored throughout the year. This has been resolved and the clerk is presenting a quarterly expenditure v budget report to the council.

Operation – there was an issue concerning the approval of the budget and subsequently the precept. This has been noted and will be resolved at the budget setting/precept meeting. Also that Standing Orders and Financial Regulations should be reviewed annually.

The council approved the annual return and the auditor's certificate.

109/17 Appointment of internal auditor

The council approved the appointment of SALC as the internal auditor for 2017/18.

110/17 Review of Standing Orders

The clerk presented the current Standing Orders, there were no amendments and these were therefore approved.

111/17 SCDC Local Plan Review

Councillors Norman and Garland will attend a one to one meeting with SCDC planning officers to discuss future needs of the parish in planning terms. There is also a public drop in session at the Riverside Centre on 11 October.

It was agreed that issues including infrastructure, schools, medical facilities and affordable housing should be included. The clerk will draft a response prior to the closing date.

112/17 Reports from external meetings

There were no external meetings.

113/17 Items for future meetings

Items will include the next quarterly expenditure v budget report, the asset register, Suffolk Cloud websites and the Emergency Plan.

Date of next meeting 13 November.

The meeting was closed at 20.57.

Signed.....Date: _____