

# **Sibton Parish Council**

## **A Meeting of the Parish Council was held on Tuesday, December 19th 2017 at Sibton Nursery School, Sibton at 7pm.**

*(This was held having postponed the original Parish Council Meeting to be held on Monday, December 11<sup>th</sup> 2017 owing to inclement weather.)*

### **Minutes:**

#### **Present:**

Cllr. A. Dale (Chair); Cllr. A. Cable; Cllr. R. Levett-Scrivener and Cllr. D. Sims:

#### **Also Present:**

Paul Widdowson (Clerk) and five parishioners:

#### **1) Apologies:**

District Cllr. S. Burroughes:

#### **2) To receive declarations of interest:**

Cllr. A. Dale and Cllr. R. Levett-Scrivener both declared pecuniary interests in both planning applications to be discussed later in the meeting.

#### **3) Requests for dispensations:**

There were no requests for dispensations.

#### **4) Clerk to the Council: Welcome the New Clerk and Responsible Finance Officer: Paul Widdowson.**

The Chair, Cllr. A. Dale, welcomed the new Clerk and Responsible Finance Officer to the Council. It was noted that the Clerk would work two hours a week on the Clerk's Pay Scale Pay Point 20.

#### **5) To receive a report from the County and District Councillors:**

There was no report as the District and County Councillor S. Burroughes was not at the meeting.

#### **6) Public Session: Members of the public have fifteen minutes to ask questions on topics on the agenda.**

There was concern over the footpath at Lane House and Little Beck Bridge. It was agreed that Cllr. A. Cable would approach Suffolk County Council Highways Department. It was also noted that a post or fence was blocking a drain.

7) **To confirm the Minutes of the Parish Council Meetings held on Monday, October 2nd 2017:**

The Minutes were agreed.

Proposer: Cllr. D. Sims:                      Seconded: Cllr. A. Cable:

8) **Website:**

Cllr. A. Cable reported that he attended the Suffolk Association of Councils (SALC) Course on Suffolk iCloud websites. On October 27<sup>th</sup> 2017, He said that he had found it very useful and had learnt that he should save all his files in 'PDF' Format. He said that he had converted all his files into 'PDF' Format. Cllr. A. Cable said that he was also told about weather applications, how to put meetings on the internet and how to access applications, photos and news on the website.

9) **Highway Matters: To update councillors on Highway Matters.**

It was reported that the Council was now waiting for poles to be installed to hold the cameras and for the police to agree the locations.

10) **Planning Matters: To agree and discuss the following planning applications.**

*Proposal: Erection of 3 dwellings. Existing 3 derelict dwellings to be demolished.  
Address: Kayleys Yard, Pouy Street, Sibton, Suffolk.  
Ref: DC/17/4100/FUL*

Owing to two Councillors declaring pecuniary interests, the Council was therefore inquorate in considering this planning application. However the two remaining Councillors who could consider the planning application approved the application.

Proposer: Cllr. A. Cable:                      Seconded: Cllr. D. Sims:

*Proposal: Proposed static mobile home for holiday let.  
Address: Rose Cottage, Sibton Green, Sibton, Suffolk.  
Ref: DC/17/5026/FUL*

Owing to two Councillors declaring pecuniary interests, the Council was therefore inquorate in considering this planning application. However the two remaining Councillors who could consider the planning application refused the application.

The two Councillors believe that the land has not been used for a mobile home before especially as it is part of a nature reserve and there is a severe corner in the road nearby with a ditch that ends in a wall. The two councillors also believe that there is no mains drainage and there are already four holiday lets nearby.

Proposer: Cllr. D. Sims:                      Seconded: Cllr. A. Cable:

11) **Clerk's Report and Correspondence:**

There was no Clerk's Report as it was the Clerk's first meeting as Clerk.

**12) Financial Report:**

**a) Balances at the Bank on December 12th 2017:**

Community Account	£9 509-98
Business Money Manager Account	£6 590-64

**b) Cheques for payment:**

Chq. No. 100331 Poppy Appeal – Royal British Legion Donation	£25-00
Chq. No. 100332 East Anglian Air Ambulance Donation	£25-00
Chq. No. 100333 CAB – Leiston and Saxmundham Donation	£25-00
Chq. No. 100334 Cancelled	Cancelled
Chq. No. 100335 SuffolkBiz – Hosting Website Subscription	£100-00
Chq. No. 100336 SALC Website Training Course – Cllr. A. Cable	£30-00

Proposer: Cllr. R. Levett-Scrivener:                      Second: Cllr. A. Cable:

**13) Budget and Precept for 2017-2018:**

The Clerk set out the Budget and after some questions, the councillors agreed the Budget:

Proposer: Cllr. R. Levett-Scrivener:                      Second: Cllr. A. Cable:

The Councillors agreed to set the Precept at £1 750 for the Financial Year 2018 – 2019:

Proposer: Cllr. R. Levett-Scrivener:                      Second: Cllr. D. Sims:

**14) Code of Conduct: To adopt the Suffolk Code of Conduct 2012.**

The Code of Conduct was reviewed and agreed by the Councillors.

Proposer: Cllr. R. Levett-Scrivener:                      Second: Cllr. A. Cable:

**15) Standing Orders: To review and adopt updated Standing Orders for 2017-2018.**

The Standing Orders were reviewed and agreed by the Councillors.

Proposer: Cllr. A. Cable:                                      Second: Cllr. D. Sims:

**16) Financial Regulations: To review and adopt updated Financial Regulations for 2017-2018.**

The Financial Regulations were reviewed and agreed by the Councillors.

Proposer: Cllr. D. Sims:                                      Second: Cllr. R. Levett-Scrivener:

**17) To decide the date and receive agenda items for the next Parish Council Meeting:**

It was agreed that the next Parish Council Meeting will be held on Monday, February 26<sup>th</sup> 2018 at 7-30pm.

**The Meeting ended at 8-25pm.**