

Sibton Parish Council

A Meeting of the Parish Council was held on Monday, July 23rd 2018 in the Peasehall and Sibton Methodist Meeting Room, Sibton at 7-30pm.

Minutes:

Present:

Cllr. A. Dale (Chair); Cllr. A. Cable, Cllr. A. Candler (arrived 7-25pm), Cllr. S. Lear and Cllr. R. Levett-Scrivener:

Also Present:

County and District Cllr. S. Burroughes (left 8-10pm), One Parishioner (left 8pm) and Paul Widdowson (Clerk).

1) Apologies:

Cllr. D. Sims:

2) To receive declarations of interest:

Cllr. R. Levett-Scrivener declared an interest in DC/18/2535/DRC and DC/18/2882/AGO

3) Requests for dispensations:

There were no requests for dispensations

4) To receive a report from the County and District Councillor:

A written report was circulated. Councillors were concerned that their views seemed not to be heeded by the District Council Planning Committee. Cllr. S. Burroughes asked for the planning applications that concerned the Council to be emailed to him. The Council was also concerned about Highways Issues and Cllr. S. Burroughes agreed to set up a meeting with a Highways Officer, Cllr. S. Burroughes and Sibton Parish Council.

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

A parishioner noted that the road had been resurfaced to South grange but not past it leaving big potholes. It was agreed that the parishioner would pinpoint the potholes on the Highways Website.

6) To confirm the Minutes of the Annual Parish Council Meeting held on May 17th 2018 and the Extra-Ordinary Parish Council Meeting on June 20th 2018. Also to review the Minutes of the Annual Parish Meeting held on May 17th 2018:

The Minutes of the Annual Parish Council Meeting held on May 17th 2018 were agreed.

It was also agreed to confirm Cllr. A. Candler as Vice-Chair of the Council as discussed in the Minutes.

Proposer: Cllr. A. Cable:

Seconder: Cllr. R. Levett-Scrivener

The Minutes of the Extra-Ordinary Parish Council Meeting held on June 20th 2018 were agreed.

Proposer: Cllr. S. Lear:

Seconder: Cllr. A. Candler:

The Minutes of the Annual Parish Meeting held on May 17th 2018 were also reviewed:

7) Website:

Cllr. A. Cable said that he had no report.

8) Highway Matters:

Cllr. S. Burroughes said that he would contribute to the following:

- a) Suffolk Biz - £100
- b) Sign Indicator Device (SID) - £2000.

The Clerk would send copies of invoices to Cllr. S. Burroughes.

Councillors brought their concerns of bridges, footpaths and roads to Cllr. S. Burroughes' attention.

9) General Data Protection Requirements:

The Clerk reported that he had paid the £100 fee to the Local Councils Public Advisory Service (LCPAS).

The Clerk said that he had received the Annual Invoice for £40 payable to the Information Commissioner.

The Council agreed to pay the annual subscription of £40 to the Information Commissioner.

Proposer: Cllr. S. Lear:

Seconder: Cllr. R. Levett- Scrivener:

12) Financial Report:

a) **Balances at the Bank on June 31st 2018: To receive an update on the current financial status:**

HSBC Community Bank Account	£9 728-57
HSBC Business Money Manager Bank Account	£6 591-79

b) **Cheques for payment:**

Chq. No. 100341 Clerk's Salary for January - June 2018	£525-15
Chq. No. 100342 SALC Annual Internal Audit Fee 2018	£117-60
Chq. No. 100343 Local Council Public Advisory Service	£100-00
Chq. No. 100344 Clerk's Expenses for January - June 2018	£43-65
Chq. No. 100345 Information Commissioner	£40-00

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

13) Standing Orders/Financial Regulations/Code of Conduct:

The Standing Orders were reviewed and agreed by the Councillors for 2018-2019.

Proposer: Cllr. S. Lear: Seconder: Cllr. R. Levett-Scrivener:

The Financial Regulations were reviewed, updated and agreed by the Councillors for 2018-2019.

Proposer: Cllr. A. Cable: Seconder: Cllr. S. Lear:

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

Proposer: Cllr. A. Cable: Seconder: Cllr. A. Candler:

14) Acceptance of the Internal Auditors Report and to pay their invoice

The Internal Auditors Report was accepted and agreed by the Councillors.

Proposer: Cllr. R. Levett-Scrivener: Seconder: Cllr. A. Candler:

15) Clerk's Contract and Pay for 2018/2019:

It was agreed that the Clerk would be paid on Point 20 of the Part-Time Parish Council Clerk's Pay Scale for 2018-2019.

16) To receive information and agenda items for the Parish Council Meeting to be held on Monday, July 9th 2018:

The Councillors asked for the following to be put on the next Parish Council Agenda:- Village Signs; Website address on the Noticeboard; Perspex to be put on the Village Noticeboards and a Defibrillator to be put in the telephone box.

Meeting ended at 9-05pm.