Sibton Parish Council

A Meeting of the Parish Council was held on Monday, February 26th 2018 in the Peasenhall and Sibton Methodist Meeting Room, Sibton at 7-30pm.

Minutes:

Present:

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

Also Present:

Three parishioners:

1) Apologies:

Paul Widdowson (Clerk) owing to the weather and County and District Cllr. S. Burroughes:

2) To receive declarations of interest:

There were no Declarations of Interest.

3) Requests for dispensations:

There were no requests for dispensations

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

There was no report from County and District Cllr. S. Burroughes:

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

Two parishioners who own the Brick Kiln Farm explained their future plans for the Barn to be turned into a house. The planning application was discussed later in the meeting in Agenda Item Ten.

6) <u>To confirm the Minutes of the Parish Council Meetings held on Monday, December 19th 2017 and Friday, February 2nd 2018:</u>

The Minutes of the Parish Council Meeting held on Monday, December 19th 2017 were agreed.

Proposer: Cllr. A. Dale: Seconder: Cllr. A. Cable:

The Minutes of the Parish Council Extra-Ordinary Meeting held on Friday, February 2nd 2018 were agreed.

Proposer: Cllr. A. Dale: Seconder: Cllr. A. Cable:

7) <u>Website: Councillors to have an update on the development of the Website including Funding and Training.</u>

It was agreed to add the Village sign to the website.

8) Highway Matters: To update councillors on Highway Matters.

It was reported that the footpaths have been cut including the roadside hedges leading into Peasenhall.

9) <u>General Data Protection Requirements: To discuss the implications for the Council:</u>

As the Clerk was not present, it was noted that the Council under the General Data Protection Regulations had to act by May 2018, there was still time to act if this was left until the next meeting.

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

Proposal: Side and Rear Extension:

Address: 1 The Causeway, Sibton, Suffolk. IP17 2JA:

Reference: DC/18/0210/FUL:

The Council approved the Planning Application. However they did observe that the property is on the narrowest part of the A1120 through Sibton and as there is no vehicular access to the property, the council asks how the building materials are going to be delivered to the site and where the contractors will park their vehicles?

11) Clerk's Report and Correspondence: The Clerk to update the council on correspondence received and the administration of the council.

As the Clerk was not present, there was no report.

12) Financial Report:

a) Balances at the Bank on February 12th 2018: To receive an update on the current financial status.

HSBC Community Bank Account £9 384-98 HSBC Business Money Manager Bank Account £6 590-64

b) Cheques for payment: To review receipts and approve payments:

Chq. No. 100337 Hire of Meeting Room – Peasenhall Methodist Church £22-50 Chq. No. 100338 River and Roadside Hedgecutting – Mr. Dewsbery £140-00

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

c) **External Audit Arrangements:**

As the Clerk was not at the meeting it was agreed to leave this until the next meeting.

13) Audit Arrangements:

It was agreed to use SALC for the Internal audit.

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

14) Council Risk Assessment Procedures:

It was agreed to adopt the Council Risk Assessment Procedures

Proposer: Cllr. A. Cable Seconder: Cllr. A. Dale

15) Council Asset Register:

It was agreed to adopt the Council Asset Register

Proposer: Cllr. D. Sims Seconder: Cllr. A. Dale

16) To decide the date and receive agenda items for the next Parish Council

It was agreed for the next Meeting to be held on Monday, March 26th 2018: