# **Sibton Parish Council**

# A Meeting of the Parish Council was held at Sibton Pre-School Covered Area on Monday, July 19th 2021 at 7pm.

### Present:

Cllr. A. Dale (Chair); Cllr. A. Cable; Cllr. S. Lear; Cllr. A. Levett-Scrivener (From Item 4) and Cllr. D. Sims:

#### **Also Present:**

Paul Widdowson (Clerk):

# 1) Apologies:

Cllr. A. Candler (Vice-Chair) and County and District Cllr. S. Burroughes:

2) To receive Declarations of Interest and confirm all Members have reviewed their Declaration of Interest Forms: Councillors to declare any Pecuniary or Non-Pecuniary Interests. Members may subsequently declare an interest at any point in the meeting:

Cllr. R. Levett-Scrivener and Cllr. A. Dale declared a Personal Interest in Item 10.

# 3) Requests for dispensations:

There were no requests for dispensations.

#### 4) Co-option of Councillor:

a) To consider any applicants who have applied for the vacancy on the Council:

A. Levett-Scrivener was nominated and unanimously co-opted as a member of the Council.

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

b) To receive the Declaration of Acceptance of Office and to note any declarations of interest if co-opted:

Cllr. A. Levett-Scrivener filled in the Declaration of Acceptance of Office and the Clerk said that he would inform Suffolk Coastal District Council who would require him to fill in his Register of Interests.

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

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

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

There were no members of the public at the meeting.

# 7) To confirm the Minutes of the Annual Parish Council Meeting held on May 5th 2021 and the Extra-Ordinary Parish Council Meeting on June 3rd 2021:

The Minutes of the Parish Council Meeting held on Monday, May 5<sup>th</sup> 2021 were agreed.

Proposer: Cllr. D. Sims: Seconder: Cllr. S. Lear:

The Minutes of the Extra-Ordinary Parish Council Meeting held on Monday, June 3rd 2021 were agreed.

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

### 8) Highways and Speeding:

Cllr. A. Cable reported that the Sign Indicator Device had been stolen. He said that the Insurance wanted two estimates.

## 9) Footpath in Pouy Street:

Cllr. S. Lear said that the pavement was dropping and leaning into the river. She said that the railway was leaning as the bank was crumbling and it had damaged a water pipe at a neighbouring house leaving them with a very low water pressure. Cllr. S. Lear said that Suffolk County Council, the Environmental Agency and County and District Cllr. S. Burroughes had all been contacted but she said that no-one could act because it impinged on the responsibility of another agency. Cllr. S. Lear said that the different authorities needed to meet to sort out a solution which she hoped that County and District Cllr. S. Burroughes could achieve.

From the discussion, it seemed that the environmental Agency needed to take the lead and give permission for the other authorities to act. It was agreed that Cllr. S. Lear would contact the Environmental Agency.

# 10) Zoom Subscription:

It was agreed to have the facility to have Zoom and to pay a quarter of the cost of the annual cost of Zoom which cost £143-88.

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

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

Proposal: Erection of an ancillary building.

Address: Sibton Park, Yoxford Road, Sibton, Suffolk. IP17 2LY

Ref: DC/21/2821/FUL

The Parish Council approved the planning application.

Proposer: Cllr. D. Sims: Seconder: Cllr. S. Lear:

# 12) Clerk's Report and Correspondence:

The Clerk reported that the Information Commissioner had written asking the Parish Council to renew the subscription of £40-00.

It was agreed to renew the subscription.

Proposer: Cllr. S. Lear: Seconder: Cllr. D. Sims:

The Clerk also confirmed that he had filled in the Safeguarding questionnaire.

### 13) Financial Report:

# a) Balances at the Bank on July 12th 2021:

Business Community Account £9628.24
Business Money Manager £6617-82

#### b) Cheques for payment and Receipts:

## Payments:

Internet Banking	Clerk's Pay - January until March 2021	£235-20
Internet Banking	Clerk's Tax - January until March 2021	£58-60
Internet Banking	SALC – Annual Internal Audit 2021	£189-60
Internet Banking	Information Commissioner Subscription	£40-00

## Receipts:

BACS East Suffolk Council Cil Payment £1139.06
BACS Bank Interest – June 2021 £0-16

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

# 14) Acceptance of the Internal Auditors Report and to pay their invoice with any amendments:

It was agreed to accept the Internal Auditors Report and to pay the invoice from SALC as the Internal Auditors.

Proposer: Cllr. S. Lear: Seconder: Cllr. D. Sims:

### 15) Review of Standing Orders and any Amendments:

After reviewing the Standing Orders (Revised 2020), Councillors agreed to accept the Standing Orders as revised in 2020.

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

## 16) Review of Financial Standing Orders and any Amendments:

After reviewing the Financial Regulations and their amendments, it was agreed to accept the Financial Regulations and the amendments.

Proposer: Cllr. D. Sims: Seconder: Cllr. S. Lear:

#### 17) Code of Conduct:

It was agreed to adopt the Suffolk Code of Conduct.

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

#### 18) Website Accessibility Statement:

It was agreed to accept the Website Accessibility Statement.

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

# 19) <u>To decide the date and receive agenda items for the next Parish Council</u> Meeting:

It was decided that the next Parish Council Meeting would be on Monday, August 2<sup>nd</sup> 2021.

The Meeting ended at 8-46pm.