

DRINKSTONE PARISH COUNCIL

SUMMONS TO COUNCILLORS

You are hereby summoned to attend an Ordinary Meeting of the Parish Council on
Monday 7th October 2019
at 8.00pm in the Village Hall, Gedding Road, IP30 9SZ for the transaction of the business on the agenda
below.

MEMBERS OF THE PUBLIC

are hereby notified of the meeting which they are welcome to attend and where public input will be invited.

AGENDA

- 19.10.01 Apologies for absence to be noted or approved.
- 19.10.02 To receive any Members' Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interest in subsequent Agenda items and to note any additions and/or deletions to the Council's Register of Interests.
- 19.10.03 Proposal: Cllr Youngs;
That the Minutes of the Ordinary Parish Council Meeting held on 2nd September, as tabled, be agreed as a true record.**
- 19.10.04
 - 4.1 Public comment or question invited on any Agenda item.
 - 4.2 By invitation: Cllr John Barton of Wickhambrook
- 19.10.05 To consider correspondence to this meeting not dealt with as an Agenda item or in the Clerk's report.
 - 4.1 SALC:
 - 4.1.1 Independent review into Local Government Audit
 - 4.1.2 A new County-wide campaign to encourage volunteering
 - 4.1.3 Suffolk Local Authorities: Parish Engagement
 - 4.1.4 Mid Suffolk Area Forum: [September Notes](#)
 - 4.2 Suffolk County Council
 - 4.2.1 Response to representation by Drinkstone Parish Council to proposed withdrawal of funding and impact on bus service provision to the village.
 - 4.3 BMSDC
 - 4.3.1 [MSDC 5 Year Housing Land Supply Position Statement](#)
 - 4.3.2 Housing - Decision to dispose of Stotts Cottage
 - 4.3.3 Assistant Director of Environment and Commercial Partnerships – Response to correspondence re TPO's
 - 4.4 Local Government Boundary Commission – Division arrangements
 - 4.5 Suffolk Community Awards – Press release
 - 4.6 Suffolk Preservation Society – Landscape Training
 - 4.7 Great Barton Parish Council – Crown Estates

19.10.06 To receive any report to this meeting from District and County Council Ward Member Cllr Penny Otton, from Portfolio Holders or other agencies and to take action as appropriate.

- 5.1 Cllr Penny Otton - Suffolk County Council & Mid Suffolk District Council
- 5.2 Cllr Richard Edmondson – Allotments (Report **DPC.19.10.01** circulated)
- 5.3 Cllr Gary Hembra - Playing field and play equipment
- 5.4 Cllr Peter Holborn - Tree Warden
- 5.5 Cllr Tim Moss - Phone Box & Village Hall Ctte Rep
- 5.5 Cllr Haslet Schofield - Footpaths & Byeways
- 5.6 Cllr P Selvey - Highways (Report **DPC19.10.02** circulated)

19.10.07 To consider any report from the Parish Clerk (circulated) and take action as appropriate.

7.1 To receive a report on proposed works to Parish Trees (tabled and circulated as Report **DPC.19.10.03**) and take action as appropriate.

Proposal: Cllr Youngs

The Parish Council authorise up to £1000 plus VAT to cover the cost of an inspection by a qualified tree surgeon/arboriculturalist and any works identified in the inspection report as necessary.

- 7.2 VAT126 Claim to 2018/19 year end re-submitted as not processed and further VAT126 claim for Q1&2 2019/20 submitted.
- 7.3 To note receipt of invoice (paid) from SLCC for CILCA Registration, for which DPC approved contribution of £125 in budget).
- 7.4 Confirmation of renewal of CAS Membership
- 7.5 To confirm renewal of Parish Online Subscription (**Min 19.09.7.5** refers)
- 7.6 Upcoming training courses
Financial Procedures and Risk Management – 14th October £35 plus VAT
Budgeting Workshop - 22nd October £35 plus VAT
- 7.7 To confirm renewal of Parish Council Insurance (**Min 19.09.7.2** refers).

19.10.8

8.1 To note the following receipts:

	Description	£
8.1	BMSDC – 2 nd Part Precept	£4395.00
8.2	Interest	£1.38
8.3	Refund from Hudson Energy Supply payments	£452.24
8.4	Allotment Rent	£15.00

8.2 To consider the following schedule of payments for authorisation:

	Description	£	Santander Chq No.
8.2.1	Top Garden Services # 8 (8 th & 22 nd August)	£75.00	
8.2.2	BMSDC Dog & Litter Bins	£45.00	
8.2.3	Clerk Expenses Quarter 2	£127.29	
8.2.4	SALC #22461	£144.00	
8.2.5	Cllr P Holborn (refund of payment to Mr A McNair	£20.00	

8.3 Proposal: Cllr Youngs

To authorise the schedule of payments listed at 9.2 above for payment.

8.4 To note payments previously authorised

	Description	£	Santander Chq No.
8.4.1	Clerk Salary: Period 6	£346.26	
8.4.2	Contribution to Clerk's CILCA Registration	£125.00	
8.4.3	HMRC	£2.00	

8.5 Proposal: Cllr Young

To confirm the following direct debits for the financial year 2019.20 from Lloyds Bank (Allotments Account).

8.61	Anglian Business Water (Gedding Road Allotments) variable Quarterly
8.6.2	Anglian Business Water (Rattlesden Road Allotments) variable Quarterly

8.6 To note the cash book report against budget, and the current account balances and reconciliation, as scheduled, and the Chairman's confirmation that they are supported by relevant Bank Statements.

19.10.09 9.1 To note that NALC has revised and re-issued the Model Financial Regulations (circulated and tabled as report **DPC19.10.04**) and the Clerks recommendation that these be adopted incorporating the proposed limits and deletions where appropriate.

9.2 **Proposal: Cllr Barton**
That the NALC Model Financial Regulations (July 2019) be adopted, incorporating all local limits and noting deletions where not applicable to Drinkstone Parish Council as circulated at 9.1 above.

19.10.10 To consider update on progress towards internet banking (circulated and tabled as report **DPC 19.10.05**)

19.10.11 To note Planning results as notified by MSDC:

11.1 **DC/19/03710** – Planning Application

Change of use of an agricultural barn to a dwelling, including conversion of a Nissen hut to a garage and a greenhouse, vehicular access and curtilage.
Joli Farm, Hill Farm Lane, Drinkstone

BMSDC: Granted DPC: No Obj. (Min. Ref.19.09.11.1)

11.2 **DC/19/03926** - Notification of works to trees protected by TPO

TPO357 - Ash (T1) Fell Woodend, Rattlesden Road, Drinkstone, IP30 9TL

BMSDC: [Granted subj.to conds](#) DPC: No Objections (Min.Ref 19.09.11.2)

11.3 **DC/19/03621** - Discharge of Conditions

application for DC/19/02131 (LBC) - Condition 3 (Details of Lime Mortar Mix).
Church Cottage, The Street, Drinkstone, Bury St Edmunds Suffolk IP30 9SX

BMSDC: [Approved Conditions](#)

- 19.10.12 To note the Planning applications below as notified by MSDC for comment:
12.1 **DC/19/04376** – Application for Planning Permission
Erection of 1no. dwelling and detached carport including creation of vehicular accesses
Land At, Chapel Lane, Drinkstone, Suffolk
12.2 **Proposal: Cllr Youngs**
That the Clerk makes known the Council’s comments on Planning Applications on this agenda to the Corporate Manager, Growth & Sustainable Planning at Mid Suffolk District Council.
- 19.10.13 To note that there were no other Planning matters for information, to be noted or for inclusion on a future agenda.
- 19.10.14 To note any updates available on progress towards producing a Neighbourhood Plan for Drinkstone and take action as appropriate.
- 19.10.15 15.1 To receive a report on progress toward registering Parish Lands for Drinkstone (circulated as **DPC19.10.06**) and take action as appropriate.
15.2 **Proposal: Cllr Youngs**
To instruct the John Casson Chartered Surveyor undertake a valuation of land at Rattlesden Road and authorise the cost of this work up to £400 plus VAT.
- 19.10.16 To receive a report on progress towards the GDPR and take action as appropriate.
- 19.10.17 To approve proposed meeting dates for 2020 as set out below:
Ordinary Meetings:
13th January; 3rd February; 2nd March; 6th April; 11th May (**Annual Meeting of Parish Council**); 1st June; 6th July; 7th September; 5th October; 2nd November; 7th December; and 11th January 2021.
Annual Parish Meeting:
11th May
- 19.10.18 Public comment or questions on any matter of Council business.
- 19.10.19 Any other Council business for information, to be noted or for inclusion on a future agenda.
- 19.10.20 To confirm that the scheduled date for the next ordinary meeting of the Parish Council is Monday 4th November 2019 beginning at 8.00pm in the Village Hall.
- 19.10.21 Close of meeting.

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Hilary Workman
Clerk & RFO to the Council