

# DRINKSTONE PARISH COUNCIL

## Minutes of the Parish Council Meeting held on 4<sup>th</sup> January 2016 in the Village Hall

Present: Cllr Daphne Youngs (Chairman) Cllr Sue Cousins  
Cllr Gary Hembra Cllr Haslett Schofield  
Cllr Lorna Thurlow Cllr Christine Lambert  
Cllr Cora Munford

County and District Cllr Penny Otton (part)  
5 members of the public  
Parish Clerk - Paula Gladwell

2015/143 **Apologies for Absence** — None

2015/144 **Declarations of Interest** – Cllr Youngs declared an interest in Item 8.1 (Minute no. 2015/160)

2015/145 **Adjournment for:**

**County and District Cllr Otton's Report** – Cllr Otton's report had been received and will be circulated.

**Open Forum** – No questions

**Meeting resumed:**

2015/146 **Minutes of Parish Council Meeting** – It was proposed by Cllr Youngs that the minutes of the previous Parish Council Meeting were approved. The Parish Council Meeting minutes of 7<sup>th</sup> December 2015 were signed as a true record.

2015/147 **Clerks report** – It was confirmed that the phone box had been cleaned and there are no plans to decommission it at this time.

2015/148 An application has been made to Cllr Otton's District locality budget for £400 to cover the purchase of the two grit bins, once we have received confirmation that this bid has been successful the bins can be ordered. A request for additional grit piles to cover the junction and top of the hill at Cherry Tree Rise has been received. It is unclear where this salt grit might be situated and a site visit is needed to clarify a site before ordering from SCC. The request for volunteers to spread salt grit has been very successful with several residents coming forward, they will all now be listed on our register of volunteers and Suffolk County Council insurance will cover them to assist the parish council in making the roads and pavements safer in icy weather.

2015/149 The quote for grass cutting for the 2016 season has been received at £31.25 per cut, it was agreed that this be accepted with a request for a copy of the contractors current liability insurance.

2015/150 **Planning** – There were no planning applications to consider.

2015/151 The following MSDC decisions were noted – Application no. 3851/15 - Erection of two bay cartlodge with attached annexe, High Barn, Chapel Lane - *GRANTED*

2015/152 **Finance** – The clerks Financial Report for January 2016 was noted.

2015/153 The following payments were approved. Prop by Cllr Youngs with all in favour.  
Clerks salary for December 2015 & Expenses £3.78

2015/154 HMRC Q3 payment

2015/155 It was noted that council had taken on responsibility for several trees when accepting the additional land adjacent to the playingfield. The Tree Officer has carried out a visual inspection of the trees and reported that no work is needed at this time however councils experience with maintenance of trees on the allotment site has confirmed that any remedial work to trees can be expensive. Volunteers can take on general clearing work on council land but are not covered by council insurance to undertake chain saw use therefore any future work would need to be

carried out by contractors. It was suggested that a budget reserve be established to cover tree maintenance, initially ring fencing £100 a year for the next 4 years. It was resolved to add a line to the 2016/17 budget for £100 to accommodate possible future costs for tree maintenance on the playingfield. Proposed by Cllr Munford, sec. Cllr Thurlow with all in favour.

2015/156 It was resolved to make no donation to Mid Suffolk Citizens Advice Bureau for this financial year. Proposed by Cllr Cousins with all in favour.

2015/157 It was resolved to reallocate the £50 under CAB in 2016/17 budget to Charity Donations. Proposed by Cllr Hembra with all in favour.

2015/158 **Adjournment for:**

**County and District Cllr Otton's Report** – Cllr Otton gave her report which will be circulated.

**Meeting resumed:**

2015/159 It was noted that the precept requirement raised by the budget process showed an increase over the previous year of £985 which will result in an additional £3.16 per Band D household for the year, less than 7pence per week. It was resolved to set the precept for 2016/2017 at £4562 and the request forms were completed and signed. Proposed Cllr Schofield, seconded by Cllr Thurlow with all in favour.

2015/160 **Councillor Portfolios –**

**Allotments** – Cllr Lambert confirmed that the annual review of allotment rents was due in January and recommended that the rents be held this year as the tenants working parties have helped considerably with general maintenance work thus keeping costs down for the council. It was noted that rents are very low compared to other local sites and the review next January should reflect this. It was resolved to make no increase to allotment rents for 2016. Proposed by Cllr Lambert with all in favour. Thanks were extended to all allotment tenants involved in the working groups for their time and commitment to keeping the allotment sites tidy and in excellent order.

2015/161 **Playing Field** – Cllr Hembra reported that he was seeking alternative quotes for maintenance recommended in the inspection report. No complaints had been received this month regarding dog fouling and no maintenance issues have arisen from inspections of the playingfield.

It was agreed that a working group be put together to discuss and consider ideas for the future use and maintenance of the additional land adjacent to the playingfield. Consideration of establishing a working group will be added to the next agenda.

2015/162 **Footpaths** – Concerns were expressed regarding the riding of horses on some of the parish footpaths, the wet weather has highlighted the serious damage being caused by horses, creating difficult walking conditions for pedestrians. It was confirmed that there are signs up reminding horse riders that they are not permitted on public footpaths.

2015/163 **Correspondence** – There were no comments to tabled correspondence.

2015/164 **Registration with Information Commissioners Office** – It was noted that The Data Protection Act 1998 requires notification to the ICO when personal data is processed and that high fines are possible for non compliance. Drinkstone Parish Council processes various personal data including councillor's details, staff personnel files, an address book of contacts and the Electoral Role. It was resolved to notify the Information Commissioners Office that council holds personal data about individuals at an annual cost of £35.00. Proposed by Cllr Youngs with all in favour.

2015/165 **Matters to be brought to the attention of council** – None

**The next meeting of the Parish Council will be held on Monday 1<sup>st</sup> February 2016 at 8.00pm in the Village Hall**