

# **DRINKSTONE PARISH COUNCIL**

## **SUMMONS TO COUNCILLORS**

You are hereby summoned to attend the Annual Council Meeting on

**Monday 13<sup>th</sup> May 2019**

at 7.00pm in the Village Hall, Gedding Road, IP30 9SZ for the transaction of the business on the agenda below.

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## **MEMBERS OF THE PUBLIC**

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

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## **AGENDA**

- 19.05.01 To elect the Chairman of Council for the coming year.
- 19.05.02 To receive the Chairman's Declaration of Acceptance of Office or to decide when to receive the same.
- 19.05.03 To elect the Vice Chairman of the Council for the coming year.
- 19.05.04 To receive the accounts for the 12 months ended 31.03.19 and to note the Bank Reconciliation, Cashbook and Final Accounts to be sent to the internal auditor, Heelis & Lodge with supporting documents.
- 19.05.05 5.1 To note the schedule of Council Ordinary Meetings for the coming year:  
Monday 3<sup>rd</sup> June; Monday 3<sup>rd</sup> July; Monday 2<sup>nd</sup> September; Monday 7<sup>th</sup> October;  
Monday 4<sup>th</sup> November; Monday 2<sup>nd</sup> December
- 5..2 Proposal**
- To set the following schedule of Council Ordinary Meetings for 2020**  
**Monday 13<sup>th</sup> January, Monday 3<sup>rd</sup> February; Monday 2<sup>nd</sup> March;**  
**Monday 13<sup>th</sup> April; Monday 4<sup>th</sup> May**
- 19.05.06 To appoint or to confirm the following officers of the Council or to take other action as appropriate (current post holder in brackets);
- 6.1 Footpath Officer (Cllr Schofield)
- 6.2 Neighbourhood Plan Officer (Cllr Youngs)
- 6.3 Parish Tree Warden (Mr Peter Holborn)
- 6.4 Phone Box Officer (Cllr Moss)
- 6.5 Playing Field and play equipment Officer (Cllr Hembra)
- 19.05.07 To appoint or to confirm representatives of Council on the following bodies, or to take other action as appropriate: (current post holders in brackets);
- 7.1 Allotment Trustee (Pending)
- 7.2 Representative on the Educational Charity (Cllr Schofield)
- 7.3 Representative on the PCC (Pending)
- 7.4 Representative to the Village Hall Committee (Pending)
- 19.05.08 To confirm continuing membership of the following organisations, current subscriptions indicated in brackets:
- 8.1 Community Action Suffolk (free of charge)
- 8.2 Suffolk Association of Local Councils (£213.50)

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- 19.05.09 To confirm the Signatories to the Council's cheque account with the Santander bank as Cllrs Youngs, Cllr Schofield, Cllr Hembra, any two to sign.
- 19.05.10 Apologies for absence to be noted or approved.
- 19.05.11 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.
- 19.05.12 **12.1 Proposal:**  
**That the Minutes of the Parish Council Meeting held on 1<sup>st</sup> April 2019, as tabled, be agreed as a true record.**
- 12.2 Proposal:**  
**That the Minutes of the Extraordinary Parish Council Meeting held on 29<sup>th</sup> April 2019, as tabled, be agreed as a true record.**
- 19.05.13 To consider the position regarding the possible co-option of up to 2 Members to the Council and to take action as appropriate
- 19.05.14 To consider correspondence to this meeting not dealt with as an Agenda item or in the Clerk's report.
- 14.1 Suffolk County Council – Grass Cutting Schedule 2019/20
- 14.2 MSDC
- 19.2.1 Uncontested Parish Election Queries
- 19.2.2 New CIL Bid Round & Half Yearly Payments
- 19.2.3 Joint Area Parking Plan
- 14.3 Suffolk Constabulary – SNT Newsletter
- 14.4 SALC Updates
- 14.5 Highways England: Notification of Start of Works to A14
- 19.05.15 Public comment or question invited on any Agenda item.
- 19.05.16 To receive any report from the Parish Clerk and to take action as appropriate.
- 17.05.17 17.1 To note the following authorised payments:

	Description	£	Santander Chq No.
17.1.1	Clerk Salary Period 12 2019	£207.55	22017
17.1.2	HMRC – Q4 payment	£66.60	22020
17.1.3	Clerk Expenses Q4	£66.26	22021
17.1.4	Places 4 People Ltd	£5036.64	22022
17.1.5	Di Hollins – Refund of NP Drop In Session Expenses	£7.45	22017


17.2 To note the following receipts to the Parish Council:

17.2.1	Mid Suffolk District Council – 1 <sup>st</sup> Half Precept	£4395.00
17.2.2	Burnett Barker – Sale of Land adjoining Playingfield	£3501.00

17.3 To note the current account balances and reconciliation, as scheduled, and the Chairman's confirmation that they are supported by relevant Bank Statements.

- 17.05.18 18.1** To receive a report on works required to maintain the Parish Phone Box and take action as appropriate.
- 18.2 Proposal:**  
**To authorise the cost of maintenance works to the phone box in the sum of £156 plus VAT.**
- 17.05.19 To note that no Planning results have been notified by MSDC
- 17.05.20 To note the Planning applications below as notified by MSDC for comment:
- 20.1 **DC19/01959** Outline Planning Application (some matters reserved)  
 Erection of a single storey dwelling, garage and vehicular access  
 Land West Of The Street Drinkstone Suffolk
- 20.2 **DC/19/02120** Householder Planning Application  
 Erection of a single storey extension following demolition of existing conservatory.  
 White House Rattlesden Road Drinkstone Bury St Edmunds Suffolk IP30 9TL
- 17.05.21 **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.**
- 17.05.22 To note that there were no other Planning matters for information, to be noted or for inclusion on a future agenda.
- 17.05.23 To receive a report on progress towards producing a Neighbourhood Plan for Drinkstone and take action as appropriate.
- 17.05.24 To note that the sale of land adjacent to the playing field completed on 1<sup>st</sup> May and the Parish Council has received funds of £3501.00.
- 17.05.25 To note the report from the Chartered Surveyor on the valuation of the parish lands and next steps and take action as appropriate.
- 17.05.26 To receive a report on progress towards the GDPR and take action as appropriate.
- 17.05.27 Public comment or questions on any matter of Council business.
- 17.05.28 Any other Council business for information, to be noted or for inclusion on a future agenda.
- 17.05.29 To confirm that the scheduled date for the next meeting is Monday 3<sup>rd</sup> June 2017 beginning at 7.00pm in the Village Hall.
- 17.05.30 Close of meeting.

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**Hilary Workman**  
**Clerk & RFO to the Council**