

DRINKSTONE PARISH COUNCIL

SUMMONS TO COUNCILLORS

You are hereby summoned to attend an Ordinary Meeting of the Council on

Monday 1st June 2020

at 8.00pm by remote scheduled Zoom meeting, the joining instructions for which are set out below, for the transaction of the business on the agenda below.

Topic: Drinkstone Parish Council - Ordinary Meeting @ 8:00pm

Time: Jun 1, 2020 07:45 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/82125260108?pwd=SBXBIUUxZNGRCbTZnMXBqMXhUVGJVZz09>

Meeting ID: 821 2526 0108

Password: 444925

You can also dial in direct from your mobile or landline on the numbers below:

[+44 203 481 5240](tel:+442034815240)

[+44 131 460 1196](tel:+441314601196)

[+44 203 051 2874](tel:+442030512874)

[+44 203 481 5237](tel:+442034815237)

MEMBERS OF THE PUBLIC

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

AGENDA

- 20.06.01 Apologies for absence to be noted or approved.
- 20.06.02 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.
- 20.06.03 Proposal: Cllr Schofield
That the Minutes of the Parish Council Meeting held on 4th May 2020, as tabled, be agreed as a true record.**
- 20.06.04 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 Various updates relating to COVID 19 – *previously circulated*
 - 4.1.2 Recovery plan questionnaire
 - 4.2 Local Government Boundary Commission for England – *previously circulated*
 - 4.3 BMSDC – update on planning service – *previously circulated*
 - 4.4 Woolpit Parish Council – naming of lane from Green Road, Woolpit to Drinkstone
 - 4.5 Complaints re Bonfires in Drinkstone – *previously circulated*
 - 4.6 Letter from Clare, Countess of Euston – *previously circulated*
 - 4.7 Nexus Fostering – *previously circulated*
 - 4.8 Fabrications North East – VE75 Commemorative Benches
- 20.06.05 Public comment or question invited on any Agenda item.

Hilary Workman: Clerk to Drinkstone Parish Council

123 York Road, Bury St Edmunds, IP33 3EG

Telephone: 07988 643772 **Email:** drinkstoneclerk@gmail.com

- 20.06.06 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.
- 6.1 Cllr Penny Otton - Suffolk County & Mid Suffolk District Councils
 - 6.2 Cllr Richard Edmondson - Allotments (*circulated*)
 - 6.3 Cllr Janet Elnaugh - Planning & Community Engagement
 - 6.4 Gary Hembra - Playing field and play equipment (*circulated*)
 - 6.5 Cllr Peter Holborn - Tree Warden (*circulated*)
 - 6.6 Cllr Tim Moss - Phone Box & Village Hall Ctte Rep
 - 6.7 Cllr Haslett Schofield - Footpaths & Byeways
 - 6.8 Cllr P Selvey - Highways
- 20.06.07 To receive any report from the Parish Clerk and to take action as appropriate.
- 7.1 To note the VAT126 claim for Quarter 4 in the sum of £130.15 has been paid.
 - 7.2 To consider report **DPC.20.06.01** with respect to authorising a list of due payments for the current financial year.
Proposal: Cllr Schofield
That Drinkstone Parish Council authorise for the financial year 2020-21 the due payments identified in Table 1 DPC.20.06.01.
 - 7.3 To confirm continuing membership of the following organisations, current subscriptions indicated in brackets:
 - 7.3.1 Community Action Suffolk (free of charge)
 - 7.3.2 Suffolk Association of Local Councils (£260.70)
 - 7.3 To consider a briefing note (**DPC.20.06.02**) outlining Power for People’s request that Drinkstone Parish Council support the Local Electricity Bill, and take action as appropriate.
 - 7.4 To note the transparency record for the financial year 2019-20
 - 7.5 To note that the Parish Council’s policies and procedures will be reviewed at the August meeting.
- 20.06.08 To receive the accounts for the 12 months ended 31.03.20 and to note the Bank Reconciliation, Cashbook and Final Accounts and Asset Register to be sent to the internal auditor, Heelis & Lodge with supporting documents.
- 20.06.09** To receive an update on progress towards moving to internet banking (circulated and tabled as **DPC 20.06.02**) and take action as appropriate.
Proposal: Cllr Schofield
- 9.1 That former Cllrs Daphne Youngs, Sharon Rose and Moira Goldstaub be removed from the list of authorised signatories which the Parish Council’s bank account holds**
 - 9.2 That a cheque be raised on the council’s existing current account to be paid into UTB to facilitate authorised payments to be made from the new current account.**
- 20.06.10** **10.1** To note the following income:

	Description	£
10.1.1	Santander – Bank Interest	£1.29
10.1.2	Lloyds – Drinkstone Green Allotment – Rents	£15.00
10.2.3	HMRC VAT126 Refund	£130.15

10.2

To consider the following payments for authorisation:

	Description	£
10.2.1	Clerk Salary period 12 2019-20	£365.23
10.2.2	HMRC Tax/NI Liability Q4 2019-20	£21.60
10.2.3	Refund to Clerk of Print Toner	£78.60
10.2.4	Top Garden Services # 14 (April Cutting)	£112.50

10.3 **Proposal:**

That the expenses listed above (10.1-10.3) be authorised for payment.

10.4 To note the current account balances and reconciliation to 30 April 2020, as scheduled, and the Chairman's confirmation that they are supported by relevant Bank Statements.

20.06.11 To note there are no Planning results as notified by MSDC:

20.06.12 To note there have been no Planning applications notified by MSDC for comment.

20.06.13 To note that there are no Planning matters for information, to be noted or for inclusion on a future agenda.

20.06.14 Update on progress towards Neighbourhood Plan (tabled & circulated as DPC.20.06.0)

Proposal: Cllr Schofield

To authorise up to £150 to cover the cost of printing Drinkstone Neighbourhood Plan.

20.06.15 Public comment or questions on any matter of Council business.

20.06.16 Any other Council business for information, to be noted or for inclusion on a future agenda.

20.06.17 To confirm that the scheduled date for the next meeting is Monday 4th August 2020 beginning at 8.00pm remotely via a Zoom Scheduled meeting (unless provisions made for meetings to be held at a physical place are re-instated) – see below for meeting invitation:

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20.06.18 Close of meeting.

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Hilary Workman

Clerk & RFO to the Council

Hilary Workman: Clerk to Drinkstone Parish Council

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