

DRINKSTONE PARISH COUNCIL

SUMMONS TO COUNCILLORS

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

Monday 4th October 2021

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

1. Apologies for absence to be noted or approved.
2. Declarations and interests:
 - a. To receive any Members' Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interest in subsequent Agenda items.
 - b. To receive declarations of lobbying for planning matters on the agenda their nature, including gifts of hospitality exceeding £25.
 - c. To receive requests for dispensations.
 - d. To note any additions and/or deletions to the Council's Register of Interests.
3. **Proposal: Cllr Edmondson** The Council agree that the Minutes of the Extraordinary Parish Council Meeting held on Monday 16th August 2021 be agreed as a true record.

4. Update on 5 year plan project implementation and Councillor Portfolio reports.

- a. Review and agree implementation of 5 year plan project implementation.
 - i) Bulb planting – Cllr Edmondson and Cllr J Elnaugh

Proposal: Cllr Edmondson The Council agrees to authorise a spend of £900 (including VAT) on daffodil bulbs.

- ii) Website redesign – Cllr Slattery
- iii) Benches on footpaths – Cllr Moss

Proposal: Cllr Edmondson The Council agrees to authorise spend of £500 on benches to be positioned on footpaths.

- iv) Painting the railings – Cllr Selvey

Proposal: Cllr Selvey The Council agrees to authorise a spend of £30 to replace rails on the bridge, The Street.

- v) Queen's Canopy – Cllr Holborn
- vi) Public comment or questions invited by Chair

- b. To receive any report from District and County Council Ward Member and Portfolio Holders or other agencies and to take action as appropriate.

- i) Cllr Penny Otton District and Council Ward Member
- ii) Cllr Emily Elnaugh Footpath Officer

Proposal: Cllr E Elnaugh The Parish Council agree to approve funding streams outlined in Report 'Agenda Item 4.5 Footpath report Oct 21' and agree to complete a form consenting to the allocation of funds.

Jane Hill: Drinkstone Parish Council Clerk
The Old Rectory, The Street, Drinkstone, IP30 9SR
Telephone; 07903 050930 Email; drinkstoneclerk@gmail.com

- iii) Cllr Sonia Slattery Community engagement
- iv) Cllr Peter Holborn Neighbourhood Plan Officer and Tree Warden
- v) Cllr Tim Moss Parish Assets Officer

Proposal: Cllr Moss The Parish Council authorise a spend of £100 to paint the football posts on the recreation ground.

Proposal: Cllr Moss The Parish Council authorise a spend of £100 for new football nets at the recreation ground.

- vi) Cllr Paul Selvey Highways officer

Review the rota for the SID positioning and battery charging.

Proposal: Cllr Selvey That the council should purchase another SID (same specification as the existing) complete with batteries, and an additional set of brackets sufficient to enable two SIDs to be deployed full time and to face in either incoming or outgoing direction. Budgetary cost £2,000.

Proposal: Cllr Selvey The Council approve a spend of £40 for Postcrete.

- vii) Cllr Edmondson Allotment Trustee
- viii) Public comment or question invited by the Chair.

- 5. To receive the Parish Clerk report and to take action as appropriate.
 - a. Tasks achieved versus plan on track. Note, 1H 21-22 VAT reclaim (£172.67) has been submitted to HMRC.
 - b. To review the list of due payments and update to include new Clerk, Jane Hill.

Proposal: Cllr Edmondson The due payment documentation be updated so the new Clerk, Jane Hill, can make payments on behalf of Council.

- c. To agree the future meeting dates for the Parish Council in 2022.
 - The Council to review and agree the dates agreed at the May 21 AGM are still valid, these are: Monday 7th December 21, Monday 10th January 21, Monday 7th March.
 - The Council to review and agree the proposed dates for the May AGM and the meeting dates in the rest of 2022, these are as follows: Tuesday 3rd May 22, Monday 6th June 22, Monday 1st August 22, Monday 3rd October 22, and Monday 5th December 22.

Proposal: Cllr Edmondson The Council agree to the dates in agenda items 5c. and 5d.

- 6. To review and agree the draft 2022-23 full year budget.
Review the report called 'Agenda Item 7 Draft 22-23 budget'.

Proposal: Cllr Edmondson - The Council agree that the draft budget reflects the spending requirements of the Parish Council for the financial year 2022-23.

- 7. To review and confirm the month bank transactions and receive the latest bank reconciliation.
 - a. To review the subscription to Parish Online.

Proposal: Cllr Edmondson – The Council agree to cease its subscription to Parish Online (£90 per year)

- b. Income to Parish Council since last meeting.

	Description	£
UT1	Precept	£4,460.00
UT2	Tax payback from Hilary Workman	£40.60
UT3	Daffodil project donation*	£1085.00

*Daffodil project note: £1,085 covers cash and BACs payments but not uncleared cheques, with uncleared cheques the total value of donations at 27th September is £1,230.

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c. Payments for authorisation:

	Description	£
UT 2	SALC training J Elnaugh – invoice 24699	£90.00
UT 3	SALC training J Hill – Invoice 25072	£120.00

Proposal: Cllr Edmondson The Council agreed that the expenses listed above (7.c) be authorised for payment.

d. Payments previously authorised in list of due payments from Parish Council account:

	Description	£
UT1	Parish Hall Hire – Invoice 2021-08-005	£30.00
UT2	Insurance	£331.97
UT3	Clerk Pay – J Hill Aug 21	£160.00
UT4	Tax on Clerk Pay - HMRC	£40.00
UT5	Top Garden services – grass cutting	112.50

e. Payments previously authorised from allotment account

	Description	£
Lloyds 1	Expenses to Cllr Edmondson	£17.02
Lloyds 2	Water (supplied by Wave) for Gedding Road allotments	£142.73

- f. Note, the allotments at Rattlesden Road currently has £70.88 credit on its water account with Wave, hence the next bill due on 8th October will be £0.
- g. To note the current account balances and reconciliation to 15 September 2021 and the Chairman's confirmation that they are supported by relevant Bank Statements.

8. There has been two planning application results notified by MSDC since the last Parish Council meeting

a. DC/21/04153 – House holder application

Erection of two storey extension, construction of main entrance canopy, dormer and associated works
Drinkstone Hall, Gedding Road, Drinkstone, Suffolk, IP30 9TG
Planning permission has been granted.

b. DC/18/05409 - Appearance, Landscaping, Layout and Scale for Erection of 1no. dwelling, cart-lodge and creation of vehicular access

Abbots Lodge, The Street, Drinkstone, Suffolk IP30 9SX
Planning permission has been granted.

9. There are no new planning applications for the Parish Council to consider at this meeting.
10. Public comment or questions on any matter of Council business.
11. Any other Council business for information, to be noted or for inclusion on a future agenda.
12. To confirm that the scheduled date for the next meeting is Monday 7th December 2021 at the village hall.
13. Close the meeting

Jane Hill

Drinkstone Parish Clerk

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