

# **DRINKSTONE PARISH COUNCIL**

## **Minutes of the meeting held on 3rd June 2024**

Present: Councillors: Paul Selvey (Chair), Janet Elnaugh, Christine Emery, Malcolm Turner, Penny Otton (Suffolk), Nicky Willshire

Apologies: Alice Robinson

Clerk: Michael Walton.

1. There were no declarations of interest:

1.1. There were no Members' Declarations of and/or Disclosable Pecuniary Interest in subsequent Agenda items.

1.2. There were no requests for dispensations.

2. To receive any report from District and County Council Ward Members & Clerk.

1. Cllr Penny Otton

County Councillor

Nothing to add. Request to complete the nature survey. A brief conversation centred on the flooding near the Parish Church. Cllr Selvey has completed the details on the online portal and has been informed that 50 metres of ditch would be cleared. Cllr Selvey considers that the culvert needs repairing - not the ditch. Cllr Selvey requested that the village have input on the proposed repairs. Suffolk were not wholly supportive of our request to assist in the planning of the works. Cllr Selvey continues to ensure that Suffolk engage with the Council to identify the best works. Work will be started on 11<sup>th</sup> June 2024.

2. Nicky Willshire

Mid Suffolk District Councillor

New funding pot available for villages. This is separate to the capital fund, and not locality. Fund will be open for 12 months. Details to follow. Not aware of any delays on building control but will chase up on villagers' concerns.



5. Proposal: Cllr Selvey The Council formally appoint Heelis & Lodge as auditors for the financial year ending 31<sup>st</sup> March 2025. **Agreed unanimously**
6. Proposal: Cllr Selvey The Council agree to adopt and comply with the latest standing orders and financial regulations. **Agreed unanimously.**
7. Proposal: Cllr Selvey The Parish council agree to adopt the new Local Government Association - Model Councillor Code of Conduct 2020. **Agreed unanimously.**
8. Proposal: Cllr Selvey The Parish council agree to adopt the Procurement Policy as recommended The Public Contracts (Amendment) Regulations 2022. **Agreed unanimously**
9. Proposal: Cllr Selvey To confirm internal control and risk assessments are in place. The Council **unanimously agreed** to adopt the NALC guidelines for internal control with a revision to the number of independent reviews from 4 to 2 – reviews to take place in September and December. The council appointed Malcolm Turner to conduct this review process. The document was signed by the Chairman and the Clerk.
10. Proposal: Cllr Selvey The Council received and approved that the Drinkstone Parish Risk Assessment Document is a proper assessment of the risks facing the Council and that they demonstrate that appropriate management of those risks. **Unanimously agreed** and the document was signed by the Chairman.
11. Proposal: Cllr Selvey That the council formally accepts the precept decision of £10,000 to be awarded in the financial year 2024/25. Noted.

12. Proposal: Cllr Selvey Council agreed that the expenses listed above be authorised for payment were noted. The bank reconciliation was approved.

12.1. Payments for authorisation by the Council:

	Description	£
UT1	Direct debit for bank changes to Unity trust bank (£18 per quarter) - £72 annually	72.00
UT2	Jordan Ashman hall hire	100.00
UT3	Top Garden Services	138.60
UT4	Clerk expenses	50.46
UT5	HAGS playground check	90.00
UT6	Heelis and Lodge audit	210.00

12. To confirm that the scheduled date for the next meeting is agreed by Council as Monday, July 1st, 2024 at the 8pm.

13. The meeting closed at 19.57 pm.

Signed

Drinkstone Parish Chair

Paul Selvey

1<sup>st</sup> July 2024