

TOSTOCK PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL-
ON WEDNESDAY 10th OCTOBER 2018

Present: Cllrs R Perks (Chairman), J Kearsley, D Blundell, N Cytacki, C Debenham and P Fletcher
Mrs S Brown (Temporary Clerk)
Seven Members of the Public

1. APOLOGIES: Received and accepted from: Cllr S Mansel and County Cllr Jane Storey

2. DECLARATIONS OF INTEREST: Cllr Perks and Cllr Fletcher in respect of any item relating to the Village Hall as members of the Village Hall Committee.

3. DISPENSATIONS: None.

4. MINUTES OF THE PARISH COUNCIL MEETING 22nd AUGUST 2018:

Cllr Kearsley proposed and seconded by Cllr Cytacki, all in agreement that the minutes of the Parish Council meeting held on the 22nd August 2018, were approved as a true and accurate record and signed accordingly.

5. REPORTS:

a). County Councillor **Cllr J Storey:** Apologies had been received and a report had been circulated to Councillors

b). District Councillors **Cllr S Mansel and J. Levantis:** Apologies given from Cllr Mansel a report had been received and circulated to Councillors. Cllr Levantis attended, a report had been received and circulated to Councillors. Cllr Levantis added to his report with a brief explanation why the Woolpit development appeal was allowed by the Inspector. This was briefly discussed including the design of place/buildings has moved up the agenda.

c). Village Hall: The draft minutes of the September meeting of the Village Hall on 13th September had been circulated to Councillors. The Village Hall confirmed they were happy to meet a working group from the Parish Council to agree an annual grant. Council discussed and agreed it would be good to have an idea of the grant figure before the precept is decided.

d). Chairman: The Chair advised the Parish Council has currently two vacancies and explained the procedure to fill the vacancies. A Notice of Vacancy having been placed on the notice board and if by 8 October a request for an election to fill the vacancies had been made in writing to the Returning Officer by 10 electors an election will be held otherwise the vacancies will be filled by co-option. If no election is called, to place Co-option of Councillors on the next agenda.

6. Public Forum: A representative from the Village Hall was in attendance and was happy to answer any questions arising from the draft minutes of the Village Hall committee meeting. They advised an annual grant would be most useful to help with the running costs of the Village Hall in the first instance and possibly larger projects, including the refurbishment of the village hall in the future. Cllr Kearsley highlighted the need to look to future costs including solar power etc for the village hall. The income stream of the village hall is fairly stable and locality funding helps each year. A brief discussion took place with a meeting between the village hall and parish council to be arranged.

A resident highlighted the rubbish left at the entrance of a property, the clerk to send a letter.

A question was asked on how we collectively look after the village and suggested a group of volunteers going out 4 times a year to blitz the village, this was discussed. Cllr Debenham thanked the team who were already helping in keeping the village tidy with the cutting of hedges etc. It was suggested an article could be placed in the Chronicle with a date for a meeting to try to get a group of volunteers together.

A resident who had been burgled had carried out a petition with a number of signatories for the installation of CCTV in the village. It was asked if the Council could acquire quotes for CCTV and the running costs and apply for grants.

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A question was asked on the Councillor vacancies. The Chair advised notices had gone in the Chronicle and on the Notice board asking if residents would like to put themselves forward for co-option. The Chair explained the process in regards Councillor vacancies.

7. ANNUAL REVIEW OF ASSET REGISTER, INSURANCE AND RISK ASSESSMENT OF ASSETS:

The updated Asset Register had been circulated to Councillors and all in agreement this was a correct reflection of assets.

The insurance schedule was reviewed to ensure the correct level of cover. Council agreed the Clerk to add the flagpole the newly purchased bench and gateway signage to the insurance.

The Risk Assessment of Assets had been circulated to Councillors this was reviewed as adequate and signed by the Chair.

8. COMPLIANCE WITH GDPR AND TO CONSIDER ADOPTION OF FURTHER POLICIES:

The Clerk advised, having attended further training on GDPR, Council was working towards compliance with the need for a number of further policies to be adopted. To place on the next agenda.

9. TO ADOPT INTERNAL CONTROL STATEMENT AND REPORT:

The Internal Control Statement had been circulated to Councillors, all in agreement to adopt and signed by the Chair.

The Internal Control Report had been circulated to Councillors all in agreement to adopt and signed by the Chair.

10. TO CONSIDER COMMUNITY INFRASTRUCTURE LEVY:

The Chair briefly explained the procedure for applying for the Community Infrastructure Levy. To place on next agenda.

7. FINANCE:

Finance Report: The second quarter against budget was circulated to all Councillors. The September/October payment schedule was circulated to Councillors with 2 additions as shown below.

781 Payment of Cheques: Cllr Fletcher proposed the following accounts and cheques are issued for October is approved seconded by Cllr Blundell all in agreement:

Cheques:

- 1290 – C.A.S. insurance premium £467.54
- 1291 – Gipping Press Chronicle printing £152.93
- 1292 – AMT Building Services bench installation £144
- 1293 – Suffolkbiz domain name £56
- 1294 – HMRC 2nd quarter £97.60
- 1295 – Litter Picker September salary
- 1296 – S. Brown Temporary clerk hours & expenses to 10.10.18
- 1297 – A14 tyres/Tomlinson ground care £44
- 1298 – Suffolk Legal easement £142.80
- Standing Order – Clerk Salary September 2018
- Standing Order – Clerk Salary October 2018
- Total expenditure for September/October 2018 £1819.21
- Income received for September/October 2018: Advert £35 – MSDC £4142.50

Current Account at 1st October £12,155.28 - Reserve Account at 1st October £17,422.17

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10. PLANNING:

The Chair advised re Perkins Way a number of residents adjoining the land had requested a meeting with the Developer/Floods & Water Officer/Planning Officer in regards surface water and drainage. The response received had been negative, not enough information to make a meeting worthwhile.

Applications decided by Planning Authority:

Application DC/18/03618 Highmoor House, Norton Road – Erection of two storey extension – Granted

Application DC/18/03604 Crosswinds, Flatts Lane – Monkey Puzzles fell – Does not wish to object

Application DC/18/03477 Land north of Village Hall - Landscaping scheme – Approved Condition(s)

Application DC/18/03098 Willow Cottage, The Leys – Single storey extension – Granted

Application DC/18/03120 Foresters, New Road – 2no Dwellings – Granted

Application DC/18/03190 1 Bungalow, New Road – Rear & Side extensions - Granted

12. VILLAGE MATTERS:

a). Telephone Box update: The works had been completed the Clerk to contact Breams for the invoice. Cllr Debenham advised a resident had highlighted the ‘crowns’ had not been painted gold and he has offered to carry this out as they have the gold paint. It was also stated the Post Box needs repainting, Cllr Blundell advised this is not owned by the Parish Council and he had already spoken with the postman who was passing a request to the Post Office for it to be painted.

b). Norton Road – Ditches and Trees: It was advised the hedge cutter had been along Norton Road and one tree had been taken down. The clerk to write to the landowner for an update.

c). Dog Waste Bins – Cllr Perks updated Council, one dog bin had been installed outside the village hall and had already been used and emptied. There were a further two bins to be installed and this would be carried out as soon as time permitted.

d). Speed Stickers – Cllr Fletcher updated Council still had a number of speed stickers with a further article to be placed in The Chronicle including a photograph with the speed sticker on a bin.

e). Christmas Tree on The Green: Cllr Fletcher had circulated a report on the various options and costs available, Council discussed with Cllr Kearsley proposing going ahead with the Christmas tree on The Green seconded by Cllr Cytacki with a maximum spend of £600 all in agreement. To consider underground power supply and possibly water next year. Thanks were given to Cllr Fletcher for all her work investigating this.

f). Speed Indicator Displays: Cllr Perks updated Council still looking at one further site.

g). Parking on The Green: No response had been received.

h). Fireworks on the Leys: The Clerk confirmed the completed special event form had been sent to the Insurance Company. The Chair advised that at the recent meeting held to organise the firework event on 3 November it was felt a number of extra materials were needed to improve safety following last year’s event. It was asked if the Parish Council could give a grant towards half the total cost of £360. The items will also be useful for other village events and include:

300m of orange perimeter 1m high safety netting and metal posts £240

High vis ‘event staff’ vests (incl. 2 first aider vests) x 20 £90

Metal buckets for sand/fire safety £30

Council discussed and all in agreement to donate £180 towards the cost.

i). CCTV: A petition received from a resident for the installation of CCTV in Tostock had been circulated to Councillors. The Chair had researched the issue and advised it was not straightforward and highlighted specific legislation which relate to Parish councils as well as reading extracts from the Protection of Freedoms Act 2012. Criminal incidents in Tostock, taken from the Suffolk Constabulary website over the last year had been circulated to Councillors. Council discussed including the effectiveness of the system to prevent crime and anti-social behaviour, GDPR issues and the key issue from legislation showing a ‘pressing need’ for CCTV. It was highlighted in rural areas, if residents or business owners felt a need for CCTV they often install these themselves as long as the CCTV is on their land and directed at their premises/land. A suggestion was made that Neighbourhood Watch might be the way to go. It was recognised that people do worry about rural crime but from the list of incidents in Tostock from the Suffolk Constabulary website there has not been a lot of incidents in the area. A number of interruptions from a member of the public were received. Council agreed to invite the Community Policing Team to a public meeting to give advice to householders on how to prevent crime and anti social behaviour. To seek the Community Policing Team’s advice on the appropriateness and effectiveness of CCTV in Tostock to prevent crime.

j). Village To Do List: The Chair read out a list of suggestions for the improvement of the village received from a resident. Council discussed and agreed to include some of these issues in the meeting with Village

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Hall. It was also suggested a voluntary team of residents could carry out a tidy of the village for example 4 times a year. Council agreed to promote a community event and arrange an informal meeting, mid December, in the Village Hall with refreshments for those residents who may be interested in volunteering to help keep the village of Tostock looking at its best. The Chair to check when the Village Hall is available in mid December for the meeting, to place on the next agenda.

k). Maintenance of verges and village gates: Included in the discussion above.

13. ITEMS FOR THE CHRONICLE:

Article on bin speed stickers
Councillor vacancy

14. CORRESPONDENCE:

Parish Elections 2019 – Estimates of Charges had been received:
Charge for contested 4yearly election £1,101.69
Charge for contested 4yearly election combined with District Election £780.90
Charge for uncontested election £107.78

15. COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA:

Nothing further to add.

15. DATE OF NEXT MEETING: To confirm the date of the next scheduled meeting, as Wednesday, 14th November 2018 at 7.30pm in the village hall.

The meeting closed at 10.10 p.m.

DRAFT

Signature.....