

MINUTES

The Parish Council Meeting of Stow Longa was held on Wednesday 23 November 2016 at 8.00pm in St. Botolph's Church

- Present Cllrs Michael Hayes (Chairman), Jon Young and Stephen Butcher.
Ms R Mimiene, Clerk
- 098/16 To Receive Apologies and Reasons for Non Attendance**
098/16.1 It was reported that Cllr Susan Humfryes (due to work commitments) and Cllr Martin Allen sent apologies for absence. Also apologies received from CCC Cllr S Bywater.
- 099/16 Declarations of Interests for Members (Disclosable Pecuniary Interests)**
099/16.1 There were no declarations of interest.
- 100/16 Public Open Forum**
100/16.1 Cllr S Bywater reported by email prior to the meeting that CCC are still waiting on the Devolution deal.
The new Gritting routes have been announced which do not affect the main routes through the village. This reduction in gritting is on more of the minor roads in the Division. Sadly, savings have to be made from all services and members decided this is one of them. CCC gritting plan was attached, circulated to members and added onto correspondence list for the PC meeting.
A Press release from the leader of the council Cllr Steve Count was circulated to Councillors prior to the meeting.
- 101/16 To Receive and Approve the Minutes of the Meeting 14 September 16**
Proposal: Proposed by Councillor JY, seconded by Councillor MGH, all in favour, and it was **RESOLVED** that the minutes of 14 September 16 Parish Council Meeting be accepted and signed as a true record of the meeting. **Carried**
Chairman signed the Minutes.
- 102/16 Matters arising from those Minutes (not on the Agenda)**
102/16.1 093/16 – Lime trees done.
- 103/16 Recruitment of new Clerk: offer was accepted, new Clerk actually started 1 Nov 16**
103/16.1 HDC and CCC informed, some emails still come to retired Clerk's email address, working on the change. There is at least one more time to meet with retired Clerk David Stowell.
- 104/16 Finance**
104/16.1 To approve mandate form to remove previous Clerk's details and change the postal address to new Clerk's.
Proposal: Proposed by Councillor MGH, seconded by Councillor JY, all in favour and it was **RESOLVED** to sign the mandate. **Carried**
104/16.2 Quarterly Budget Review: Cashbook and Bank reconciliation up to 30 Sep 16 presented to full Council. Bank Balance 30 Sep 16 £9,130.01 and Cashbook balance as at 30 Sep 16 £9,130.01.
Proposal: Proposed by Councillor MGH, seconded by Councillor JY, all in favour and it was **RESOLVED** to approve the quarterly budget. **Carried**
104/16.3 To note and approve payment made in between the meetings which was approved by Councillors by email - Insurance Premium, Suffolk CAS for £186.00 (which is budgeted for) paid in Oct 16
Proposal: Proposed by Councillor SB, seconded by Councillor MGH, all in favour and it was **RESOLVED** to formally approve the payment. **Carried**
104/16.4 Budget proposals for 2017/18, Approve Budget and Precept for 2017/18. Members discussed the budget and precept and agreed not to increase it for 2017/18. But PC may need to take further actions to increase it next year.
Budget £4,853 and Precept £3,300.
Proposal: Proposed by Councillor MGH, seconded by Councillor SB, all in favour and it was **RESOLVED** to do so. **Carried**
Clerk to submit Precept request to HDC by Fri 16 Dec 16. Clerk
- 105/16 Planning**
105/16.1 There were no new planning consultations and no outstanding items during this period.
- 106/16 Assets and Infrastructure**
106/16.1 Health and Safety - to consider any new problems (Cllr Martin Alan does quarterly inspection and passes a copy to Clerk). Defer to the next meeting.

- 106/16.2 Play Area Annual Inspection – to consider action required following Wicksteed’s Inspection, email with the report circulated to full Council prior to the meeting.
Report noted, action taken to paint top of the swings, red & green and clean the swing seats, which Chair is planning to do. Replacement of slats on the bench is in the process (broken parts been removed).
- Proposal: Proposed by Councillor MGH, seconded by Councillor JY, all in favour and it was RESOLVED that the Play Area maintenance plan to be approved.** **Carried**
- 107/16 Highways, footpaths, byways**
107/16.1 Highways issues - Outcome after the meeting with Karl Brockett, Cllr S Humfryes
Cllr SH listed down the areas of concern raised to Karl Brockett during the walkabout. Cllr JY reported on the absence of Cllr SH. SH
JY
The road surface has been dug up by the service suppliers multiple times over the last 6 years and as such the surface is an uneven patchwork throughout the length of the village. Resurfacing work has been completed either side of the village and PC is now requesting that resurfacing takes place, rather than patching up the multiple dips and potholes.
Kerbing options for the village green section were discussed with Karl Brocket (telephone box side).
PC wishes to move the postbox to a safer location and need a proof that highways own the verge abutting chapel row. Royal Mail have indicated they will move the box once this is obtained. This will improve the safety of both Royal Mail employees and members of the public using the postbox.
Also discussed general maintenance issues such as white lines, bend markings, overhanging trees and bollards. These will be identified during Karl Brockett return visit. A date to be set by Karl Brockett.
Members agreed to wait till Cllr SH is present as she was originally dealing with Karl Brocket, and then check if the chase up is required.
- 107/16.2 To consider installing dog bin/bins
Dog bins - are toxic and need specialists emptying them. Dual purpose bins are non-toxic and can be emptied ordinarily. The dog poo needs to be wrapped in a bag and sealed.
There are metal and plastic ordinary bins. ESPO supplies bins at a price for a metal hooded one around £200 per bin.
Metal hooded bins last longer and the only problem with them is that they can get rusty. Plastic bins are easy target for setting a fire.
Members discussed and agreed to get a quote for a plastic bin so the Council could make a decision at the next meeting in Jan 17. The bin to be placed outside the Old Vicarage on the Village Green. Will try to get volunteers to empty the bin and see how it goes before paying HDC around £250 per year for emptying the bin. Clerk
- 108/16 To review progress of current projects - Appendix**
108/16.1 It was agreed to remove two projects as jobs are now completed.
- 109/16 To agree Parish Council meeting dates for 2017**
Meeting dates for 2017 – PC does not meet in Dec and Aug. PC usually meets on the 3rd Wed. Next scheduled meeting is Wed 18 Jan 17.
Wed 15 Feb 17 provisional, Wed 15 Mar 17 scheduled meeting, Wed 19 Apr 17 provisional, Wed 17 May 17 scheduled Annual meeting, Wed 21 Jun 17 provisional, Wed 19 Jul 17 scheduled meeting, Wed 20 Sep 17 scheduled meeting, Wed 18 Oct 17 provisional and Wed 15 Nov 17 scheduled meeting.
- 110/16 Correspondence**, circulated by email prior to the meeting
110/16.1 All correspondence is dealt with.
- 111/16 Councillors’ questions/Any other business**
111/16.1 No any other business.
- 112/16 Date of the next meeting:** Wed 18 Jan 17 at 8pm.
Meeting finished at 8.57pm.

These minutes are considered draft until ratified at the next Stow Longa Parish Council meeting

Date

Chairman: Michael Hayes

Appendix

Project	Report	Action by
Village Cross	Information regarding recommended contractors for the proposed work is awaited from Quinton Carroll of CCC. Local stone masons are also being approached	Q. Carroll Cllr JY met with stone mason. Cllr JY to chase the 3 rd quote.
Re-siting of post box	Royal Mail require written confirmation from CCC that it may be located on the site outside the Old Chapel.	Clerk to check with the retired clerk how much has been done so far and what needs doing now.
Kerb to the Green outside the Old Vicarage	A subject for meeting with LHO	Cllr SH – resurfacing suggested after walkabout with Karl Brocket
Children’s play area	Swing: monitor wear, seats, and paint where necessary. Park Bench: broken wood removed: will be replaced Sign with emergency info	Chair MGH to cover, most works to be carried. Clerk
Highway resurfacing	A subject for meeting with LHO.	Cllr SH met Karl Brockett, need to follow up with the Agenda item now
Speedwatch	Session held in Sept 7 speeders reported.	Cllr SH: there was not enough people to run a session w/c 14 Nov 16
High Speed Broadband	Following months of delay it is anticipated that it will start locally on 1 October.	Cllr JY is monitoring, works still in process, BT been chased.