

**MINUTES OF MEETING OF STOW LONGA PARISH COUNCIL HELD AT ST.
BOTOLPH'S PARISH CHURCH ON MONDAY 12 SEPTEMBER 2011 AT 8 PM**

Present: Councillors Hayes (Chairman), Allen, Butcher (as a member of the council from item 078/11), Humfryes, Young, the Clerk (Mr D Stowell) and one member of the public, Chris Oldfield, who left after item 079/11

073/11 Apologies for absence . none.

074/11 Declarations of Interest - as to personal and prejudicial interest in any agenda item . none.

075/11 Public Open Forum . not required.

076/11 Minutes of Meeting held 13 June 2011 were approved and signed. It was noted that the meeting due to have been held on 19 July was cancelled due to lack of a quorum.

077/11 Matters arising from minutes - none

078/11 Co-option to fill vacancy on the Council – Having received only one notification of interest, from Dr Steven Butcher, it was resolved unanimously that he be co-opted to the Council with immediate effect. He duly made the statutory Declaration of Acceptance of Office and took his seat on the Council.

079/11 Planning

Planning Application 1101309OUT, Conversion of workshop / outbuildings and replacement buildings to provide two dwellings with garaging, Land at Church Farm. Following discussion during which details of representations made to the LPA by Mrs J Mattson and Mr & Mrs Beszant were noted, it was resolved to recommend approval of the proposed development as it would greatly improve the appearance of that part of the village without adversely affecting any neighbouring dwellings, nearby listed buildings or views into or out of the Conservation Area.

In reaching this recommendation the Council took the view that the site is inside the built-up framework of the village and not part of the open countryside; that it could be attractive to people employed on the local industrial estate but who live a considerable distance away, or to people working from home; and that major shopping is now regularly delivered to the home by retailers, thus reducing the need for car use to meet their daily needs.

The following LPA decision was noted - Application 1100549FUL, 2 storey and ground floor extension, April Cottage, Kimbolton Road. Permission granted.

Bicton Wind Farm – The Chairman reported that the Planning Appeal Inquiry started on Tuesday 16 August and that he had addressed the Inquiry on behalf of the Parish Council. The inspector will carry out site visits in September and the Inquiry will resume on 13 December. It was agreed that no further action is required by the Parish Council.

080/11 Finance

Quarterly Budget Review and Bank Reconciliation

The Clerk presented the quarterly budget review updates to include actual receipts and payments to 30 June 2011. He also tabled copies of the cash book and bank statement at 30 June which were confirmed to be reconciled. It was resolved that the Budget Review and Bank Reconciliation be accepted.

External Audit . It was noted that the External Audit was completed on 23 August, the auditor's report stating: "On the basis of our review, in our opinion the

information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.+

The following payments were approved:

100300 HDC, Electoral Services charge for uncontested election, £75.00

100301 F D Stowell, Salary (£250.79) and expenses (£45.78), July . Sept, £296.57 inc. £2.46 VAT

100302 HMRC, PAYE July . Sept, £62.80

100303 Moore Stephens, External audit fee, £60.00 inc.£10.00 VAT

100304 Wicksteed Leisure, Inspection of play area, £54.00 inc. £9.00 VAT

100305 Suffolk ACRE, Insurance premium for year commencing 1 October, £216.15 (last year £232.67)

Bank Mandate . the change of mandate form was signed by all three signatories. Cllrs Allen and Humfryes are to visit a local Barclays branch to confirm identities before the form can be submitted.

081/11 Assets and infrastructure

Health & Safety . Cllr Allen reported that the greens and play area were generally satisfactory. Two matters do require attention . some suckers around trees on the Village Green need trimming, and bird faeces on the swing seats need removing.

Annual External Inspection of play area . the report by Wicksteed Leisure was noted. No matters other than removal of bird faeces were reported as requiring immediate attention.

Village Cross Conservation Report . receipt of an Addendum to the original report following assessment by Skillingtons on 21 July of parts located in the barn at Rookery Farm was noted. The Chairman stated that he had subsequently received a letter from Max Turner suggesting that Quinton Carroll of CCC be invited to attend a meeting at which the implications of this addendum could be discussed. It was agreed that the Clerk liaise with Max to set up a representative meeting, not necessarily including the full Council.

Hedge & Verge Kimbolton Road . It was noted that the CCC contractor has cut the hedge back at April Cottage and has cut the verges on both sides of Kimbolton Road to Rookery Cottages. Cllr Humfryes reported that she had obtained a quote for cutting some of the verge in Kimbolton Road, but before proceeding with this it was resolved that the Parish Council should obtain quotations for the entire village grass cutting. Cllrs Allen and Humfryes agreed to obtain the quotations.

082/11 Progress of current projects – the report was updated (see Appendix)

083/11 Plans for 2011/12 and allocation of tasks – deferred to next meeting.

084/11 Correspondence

Emails circulated for information - June 30 re Churches for Rural Communities; July 7 re Traffic calming, July 24 re Diamond Jubilee.

Parish tree planting scheme . orders to be submitted to HDC by 11 November . the Clerk to obtain application form for completion by M Hayes.

Winter gritting . CCC offer to supply grit bins at cost and training for volunteers to carry out local gritting of footways . it was agreed that there is no requirement.

085/11 Any Other Business . none.

086/11 Next meeting - 8 pm Monday 10 October 2011 at St.Botolph's Parish Church.

In the absence of any further business the meeting closed at 9.12 pm

APPENDIX

Progress report on current projects at 12/09/11

Project	Report	Action by
Tree for Peggy & Ray Convine	The proposal to plant 2/3 trees to replace a dead tree on the northern boundary of the churchyard is to go ahead.	M. Hayes
Post box	Royal Mail has been asked to advise whether they may be able to fund the proposed move.	Clerk
Town Lands Charity	A meeting of the three trustees to sign declarations of acceptance of office and initiate procedures to create new bank mandates etc. was held on 7 September.	Clerk
Damaged milepost on Green	Tony Wakefield has confirmed that he does not require payment for the work done. The Clerk to write a letter of thanks.	Complete
Phone Box	Using the box to hold books for circulation to villagers is to be considered. Renovation including painting is required. Could this be done by volunteers?	J Young to investigate
Village Cross	Meeting with Quinton Carroll to consider the latest report from Skillingtons is to be arranged	Clerk
Church alterations to facilitate community use.	Liaison with PCC to continue	S Humfryes