

TOSTOCK PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL-
ON WEDNESDAY 14th NOVEMBER 2018

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

1. APOLOGIES: Received and accepted from: County Cllr J Storey and District Cllr J Levantis

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. Cllr Perks in respect of item 14 and Cllr Fletcher in respect of item 11.

3. DISPENSATIONS: None.

4. MINUTES OF THE PARISH COUNCIL MEETING 10th OCTOBER 2018:

Cllr Kearsley proposed and seconded by Cllr Debenham, all in agreement that the minutes of the Parish Council meeting held on the 10th October 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, it was highlighted locality funding was still available.
- b). District Councillors **Cllr S Mansel:** A report had been received and circulated to Councillors which included: CIL funding, Local Investments, Business rate retention, joint local plan, housing consultations, tree for life scheme if information is available to place in The Chronicle, bin emptying and Councillor locality budget of which some funds are still available. Council briefly discussed and Cllr Mansel advised she and Cllr Levantis would welcome applications.
- c). Village Hall: No Report had been received.
- d). Chairman: Nothing further to report.

6. Public Forum: A request for funding was made for x3 planters – x2 smaller planters approximately 20” square and 1x larger planter 3’ long the cost for materials was approximately £86 (this does not include labour). It was hoped residents would adopt a box and hopefully care for the plants re-planting when necessary. The aim is to have the boxes in place by May 2019 if some funding was available. The clerk to seek permission from SCC Highways for the boxes to be placed on the verge in the first instance. Cllr Blundell asked if the grass would be trimmed around the boxes, it was advised this would be part of caring for the flower boxes.

7. TO CONSIDER CO-OPTION OF COUNCILLORS:

No one had come forward.

8. TO CONSIDER COMMUNITY INFRASTRUCTURE LEVY:

The Clerk advised a CIL payment of £11,610.78 had been received in October and she had been advised a further small payment was due next May, dependent on developer/s paying this on time. It was highlighted these monies must be used within 5 years and MSDC must be informed of how the monies had been spent. Cllr Mansel advised using CIL money to enhance the community for example with garden boxes. This item to remain on the agenda.

Signature.....

9. TO CONSIDER COMPLIANCE WITH GDPR REGULATIONS & ADOPTION OF POLICIES:

All documents had been circulated to Councillors including: working towards GDPR compliance, Data Protection Impact Assessment, Privacy notice for staff, Councillors and Role Holders, Document & Electronic Data Retention Policy, Social Media & Electronic Communications Policy, Subject Access Request Policy, Subject Access Request Form, Data Security Breach reporting form and a Risk Assessment for Compliance with Data Protection Legislation. Council discussed and Cllr Mansel proposed adopting all necessary documents and policies seconded by Cllr Fletcher all in agreement.

10. TO CONSIDER MEETING DATE FOR DECEMBER MEETING AND MEETING DATES FOR 2019:

The Chair advised both meeting dates in December were available Council agreed Wednesday 12th December as the next scheduled meeting of full Council. The list of proposed meeting dates for 2019 had been circulated to Councillors and all in agreement to confirm these dates pending confirmation that the village hall is available. The Chair to place the dates on the website when confirmed by the Village Hall.

11. TO CONSIDER APPOINTMENT OF LITTER PICKER:

The Chair advised the current litter picker had decided to stand down a resident had come forward to act as a litter picker contractor. Council discussed and agreed to place an advert in The Chronicle asking for any Contractor to quote for litter picking in the village. To place on next agenda. Cllr Cytacki advised there appeared to be more rubbish off Church Road. The Clerk informed Council GL Cars had advised this was not their rubbish as they have a commercial contract for all the waste and refuse. Council discussed and felt this may be a case of fly tipping the Clerk to contact MSDC to advise them.

12. TO CONSIDER PROMOTION OF COMMUNITY EVENT & INFORMAL MEETING:

Council discussed the request from the last meeting made by residents for the Parish Council to facilitate a Community event/informal meeting for the promotion of working parties to help improve/enhance the village. Council agreed to hold the Community Event on the evening of Friday, 14th December if not available on Tuesday, 18th December. Council agreed to supply mince pies, mulled wine and soft drinks all in agreement for a maximum budget of £150 to cover the event. All Councillors, if available agreed to help with the event. The Chair to send out email invites to all village organisations and an advert to go in The Chronicle along the lines of: As requested by Residents – A Christmas Community Event – Mulled Wine and Mince Pies – Help Improve the Village – Come along to Volunteer – with the Date and time of the event.

13. FINANCE:

Finance Report: The November payment schedule was circulated to Councillors with additions as shown below.

782 **Payment of Cheques:** Cllr Kearsley proposed the following accounts and cheques are issued for November is approved seconded by Cllr Fletcher all in agreement:

Cheques:

- 1298 – Suffolk Legal easement £142.80 (cancelled)
- 1299 – Suffolk County Council easement £171.36
- 1300 – SALC payroll to 30.9.18 & Councillor training £117.60
- 1301 – P. Fletcher festive lights £160.16
- 1302 – Bream Ltd telephone kiosk refurbishment £1689.60
- 1303 – Litter Picker £50.90
- 1304 – SALC Councillor training £259.20
- 1305 – Community Action Suffolk insurance premium £42.51
- 1306 – Donation firework safety equipment £180
- Standing Order – Clerk Salary November 2018
- Total expenditure for November 2018 £2,801.52

Following receipt of bank statement it was confirmed the income received for October/November: MSDC CIL £11,610.78 and £2.94 interest

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

Signature.....

i. TO CONSIDER VILLAGE HALL GRANT:

The Village Hall had supplied the annual list of expenditure for 2017 & 2018 and capital expenditure for projects they hoped to carry out in 2019. The Chair advised it had previously been agreed for an annual grant to be given to the Village Hall rather than small amounts throughout the year. Council discussed Cllr Mansel proposed an annual grant of £2000 seconded by Cllr Cytacki this was carried by a 6 to 1 majority decision. To review the grant annually, it was also noted the Parish Council could give further monies to the Village Hall for capital projects using the Reserve Funds or CIL monies.

ii. TO CONSIDER BUDGET 2019 - 2020:

Proposed budget 2019/2020 had been circulated to Councillors. The Clerk and Council went through each item on the budget two items were amended Capital projects changed to grant to Village hall and training was changed to £500 Cllr Fletcher highlighted possible royal events may need to be taken into consideration Council discussed and agreed to add earmarked reserves of £500 for royal events. Cllr Mansel proposed Council accept the budget as attached to the minutes seconded by Cllr Fletcher all in agreement.

iii. TO CONSIDER PRECEPT 2019 – 2020:

Council discussed and Cllr Perks proposed a precept of £8285 seconded by Cllr Mansel all in agreement.

14. PLANNING: Cllr Perks left the room.

Application DC/18/04677 Land adjoining Foresters, New Road: Outline planning application erection of 3no. Two storey dwellings and 1no single storey dwelling: Cllr Kearsley took over as Chair, Council discussed Cllr Kearsley proposed objecting to the application seconded by Cllr Fletcher all in agreement with the following comments:

- This is back-land development not in character with the rest of the properties on this road which are all built parallel to the road.
- This would increase traffic on a narrow road
- No pavement to allow residents to walk safely to the centre of the village
- Part of the development is outside the settlement boundary
- Outside the 30mph limit, if granted SCC would need to consider moving the 30mph limit
- The Parish Council would highlight the piecemeal nature of the applications on this site; it would be preferable to have a single plan.

Cllr Perks re-joined the meeting.

15. VILLAGE MATTERS:

a). Norton Road – Ditches and Trees: the Clerk advised the land owner had been contacted for an update and been informed it was in the hands of the contractor.

b). Dog Waste Bins – Cllr Perks updated Council in the order to secure the dog waste bins 3 straps were required at an approximate cost of £19 + VAT each all Councillors in agreement for the purchase of the straps. The Chair to inform the clerk of the size of strap needed.

c). Speed Stickers – To take to the Community Event Cllr Fletcher to place another article in the next edition of The Chronicle.

d). Christmas Tree on The Green: Cllr Fletcher updated Council the hole should be completed by Sunday and the Christmas lights have been purchased. Council thanked Cllr Fletcher for all her work. It was noted some monies had been collected by a young resident to go towards the Christmas tree.

e). Speed Indicator Displays: Ongoing.

f). Fireworks on the Leys: The Chair advised this had been a very successful event.

g). Parking on The Green: Ongoing, it was reported this was still a problem; Council discussed a Councillor to have a word with a resident. To place on next agenda

h). CCTV: The Chair advised he had spoken to the Community Engagement Officer who was happy to give a talk on home security. Council agreed to invite the Officer to the Annual Parish meeting to place Home Security presentation on the next agenda.

i). Village To Do List: This had been discussed above under the Community Event.

j). Flower boxes at gateways: Council discussed Cllr Mansel suggested budgeting for compost and plants for the future Cllr Fletcher proposed a grant of £120 for x3 flower boxes as outlined by resident seconded by Cllr Mansel all in agreement.

k). Land for tree planting: Cllr Fletcher circulated information from The Suffolk Tree Warden Network and the Woodland Trust on the opportunity to plant trees in the parish, unfortunately it was too late for this year

Signature.....

but it was ongoing and it was hoped to apply for trees for next year. Council discussed and agreed Cllr Fletcher to look into approaching SCC the owner of land on Flatts Lane if they would like trees planted or if they would like to transfer the land to the Parish Council to plant trees. It was noted the trees can be planted on any residents land. To place an article in The Chronicle.

16. ITEMS FOR THE CHRONICLE:

Speed Stickers
Flower Boxes
Tree for Life Scheme
Christmas Community Event
Litter Picker Contractor

17. CORRESPONDENCE: Circulated to Councillors

- Draft BMSDC Homes Strategy 2019-2024 and draft homelessness reduction strategy 2019-2024 online consultation open 26 October to 7 December
- Suffolk Minerals Waste Local Plan – Appropriate Assessment online consultation to 17 December.

18. COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA:

Cllr Cytacki gave his thanks for the recent training he received at SALC which he found very worthwhile. A question was asked on planning applications and minutes, the Clerk to circulate the minutes to all Councillors as soon as they are ready as well as with the next agenda.

19. DATE OF NEXT MEETING: To confirm the date of the next scheduled meeting, as Wednesday, 12th December 2018 at 7.30pm in the village hall. An extra planning meeting to be held on Wednesday, 21st November at 7.30pm in the village hall.

20. TO RESOLVE TO CLOSE THE MEETING TO THE PUBLIC TO PROGRESS STAFFING ISSUE:
The Chair updated Council in regards the Clerk.

The meeting closed at 10.30 p.m.

Signature.....