

TOSTOCK PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL  
ON FRIDAY 7<sup>th</sup> June 2019

Present: Cllrs: J Debenham (Chair), N Cytacki, P Fletcher, O Boland, M Johansson and G MacDowell  
Mrs S Brown (Temporary Clerk)  
No members of the Public

1. APOLOGIES: Received and accepted from: Cllr P Boland

2. DECLARATIONS OF INTEREST: Cllr Cytacki in respect of being Council representative on the Poor's Charity

3. MINUTES OF THE PARISH COUNCIL MEETING 15<sup>th</sup> MAY 2019:

Cllr Cytacki proposed and seconded by Cllr Fletcher, all in agreement that the minutes of the Parish Council meeting held on the 15<sup>th</sup> May 2019, were approved as a true and accurate record and signed accordingly.

<p><b>4. Public Forum:</b> No residents in attendance.</p>
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5. TO CONSIDER POOR'S CHARITY MEADOW PROJECT WORKING GROUP:

The Parish Council working group for Tostock tidy up which includes village volunteers was confirmed. Cllr Cytacki had circulated a report on the meadow project to Councillors, Cllr O Boland had also investigated the site. Council briefly discussed and a working group of Cllrs: Cytacki, Fletcher and O Boland was agreed, Cllr Cytacki proposed asking a representative from the Poor's Charity to join the group seconded by Cllr Fletcher all in agreement.

6. TO APPROVE SECURITY CERTIFICATE UPDATE TO WEBSITE:

Cllr Fletcher proposed approving the security certificate to update the website seconded by Cllr Cytacki all in agreement, the clerk to update Suffolk Cloud.

7. TO CONSIDER EMPLOYMENT OF CANDIDATE FOR THE POSITION OF CLERK:

Cllr Fletcher reported on the interview of a candidate for the position of Clerk, although no previous experience of work as a parish clerk they did have experience of minute taking and administration and were happy to undertake any necessary training. The candidate was also happy to undertake the upkeep of the website. It was noted there would be a 13week probation period. Council discussed terms of engagement including salary. Cllr Debenham proposed drawing up a letter of offer to the candidate seconded by Cllr Fletcher all in agreement. The Chair to send a letter of employment, the new clerk to attend the two-day clerks training at SALC on 25 June and 2 July.

8. CORRESPONDENCE:

No correspondence to circulate.

9. PLANNING:

- i. Application DC/19/02565 Land adj Foresters, New Road – Application for first Submission of details approved under Outline Planning DC/19/00190 Appearance, Landscaping, Layout and Scale for the erection of 2no. dwellings and associated garages: Council discussed Cllr Debenham proposed no comment seconded by Cllr Fletcher all in agreement.

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10. FINANCE – TO CONSIDER PAYMENTS TO BE MADE:

**787 Payment of cheques:** Cllr Cytacki proposed the payment of cheques seconded by Cllr Debenham all in agreement for the payment of cheques as below:

Cheques:

1394 – Gipping Press June/July £181.31

1395 – May Litter Pick £65.68

1396 – Microsoft Publishing £113.76

Current account at 1.5.19 £31,374.64 – Reserve account at 1.5.19 £17,442.39

11. COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA:

It was confirmed: Cllr Fletcher to contact highways in regards HGV's and report back at the next meeting.

Cllr Kearsley had received information on the process used for the issue of social housing which Cllr Debenham explained to the meeting, this was briefly discussed. Cllr Debenham advised he had contacted the resident who had originally asked for this information. Cllr O Boland suggested using social media to help communication with the residents of Tostock, to place on next agenda.

Cllr P Boland had completed a Register of Interest form which confirmed he was eligible to be on Tostock Parish Council both as employed within the parish and a beneficial interest within the parish.

Cllr Cytacki reported on the merits of using the General Power of Competence, the temp clerk to check if the Council can continue to use GPof C if the new Clerk does not have a CiLCA qualification.

Cllr Debenham confirmed he had arranged a social meeting to allow residents to give their ideas on what the CIL monies could be used for. A leaflet drop to the whole village had been undertaken with the help of Cllr Fletcher. A resident had asked for more gritting, Cllr Debenham had asked SCC to ensure gritting takes place in the winter months on the school bus route.

Cllr Debenham had contacted the parish council insurance company who had confirmed the Tostock tidy day volunteers are covered by the Council's insurance, it was noted any powered tools must only be used by their owners.

Cllr Cytacki reported the bus company had advised Tostock does not meet the criteria to use an electronic strip in the bus shelter.

Cllr Cytacki advised the firework committee had been started up again.

Cllr MacDowell advised a number of residents had reported having difficulty hearing members of Council at meetings. This was briefly discussed and agreed to keep the layout of tables in a horseshoe which would help as well as members speaking clearly, it was also suggested using name cards in front of Councillors.

12. DATE OF NEXT MEETING: To confirm the date of the next scheduled meeting, as Wednesday, 10<sup>th</sup> July 2019 at 7.30pm in the village hall.

The meeting closed at 8.30 p.m.

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