

TOSTOCK PARISH COUNCIL

Minutes of the Ordinary Council Meeting held on Monday, 12th June 2023 at Tostock Village Hall

Present: Cllrs Baully, Blundell, Callow, Cobbold, Kearsley, Lebbon, Malcolm, Storey (Ch.)

Attending: Mr Peter Dow
6 members of the public

23.06.01 **Resolved:**
That Mr Peter Dow be appointed as Clerk to this Meeting, to include the production of draft Minutes

23.06.02 **Noted**
An apology for absence from Cllr Cross which the Meeting agreed be formally accepted given that it related to a long-standing commitment made prior to election.

23.06.03 **Noted:**
That when any Members' Declarations of Local Non-Pecuniary Interest and/or Disclosable Pecuniary Interest in subsequent agenda items were invited, none were forthcoming.
3.1 The Meeting Clerk made Members aware of the need to register Interests with BMSDC and the Chairman confirmed that she was aware that this was in hand.

23.06.04 **Resolved:**
That the Minutes of the Annual Parish Council Meeting held on 22nd May 2023 be agreed as a true record.

23.06.05 **Noted:**
The following when reports from County and District Council Ward Members were invited:
5.1 The Meeting received a report on recent BMSDC activity as forwarded by Cllr Andy Mellen to all Councillors.
5.1.1 The Chairman confirmed that Cllr Mellen has agreed to ensure attendance by the Ward Member, Cllr David Bradbury, at future TPC meetings.
5.2 The meeting received a report on recent SCC activity from Cllr Andy Mellen as forwarded to all Councillors.

23.06.06 **Noted:**
That discussion took place on matters brought forward from previous meetings with outcomes as indicated:
6.1 Following a Report from Cllr Storey regarding Standing Orders which need to be updated in line with current advice and recent legislation, Cllr Callow undertook to research the necessary changes and to present a revised version for consideration at the next meeting.
6.2 The meeting agreed to the suggestion from Cllr Storey that an officer from BMSDC might attend at 6.30 prior to the beginning of the September meeting to outline to members TPC's current position with regard to CIL Neighbourhood holdings, the relevant draw-down criteria and timescales involved together with training on access to the CIL database and confirming current balances.
6.3 The Meeting agreed that the householder concerned with ownership and access rights over that part of The Green fronting the Old Post Office should be asked to put their Solicitor in touch with Cllrs Storey and Malcom for confirmation of the options which are open to both parties towards mutual agreement on concluding the matter.

James Storey
24/7/2023

- 6.4 The Meeting received a Report from Cllr Cross regarding the mower.
Resolved:
That Steve Scott be asked to undertake by the end of July a full service of the mower, including blade sharpening, for a sum not to exceed £350.00 net of VAT.
- 6.5 Cllr Storey undertook to contact Mr Howells regarding the Speed Indicator Device to confirm membership of the volunteer monitoring group and to establish what procedures are currently followed, for report back to the July meeting.
- 6.6 **Resolved:**
That Cllr Storey be delegated and authorised to source and appoint a suitably qualified and experienced Parish Clerk at LGA pay scale LC21 to work on the accrued backlog of Council business for a maximum of 50 hours and, if appropriate, to assume a 6hrs / week contract thereafter. Further, that should another individual be required to assume the permanent position of Parish Clerk, this authority extends to make such further appointment on those terms.
- 6.7 **Noted:**
An oral report from Cllr Kearsley regarding the possible appointment of a Tree Officer confirming that a copy of the list of trees for which Council has responsibility is available from Adrian Malcom.
- 7.1 **Resolved:**
That Ben and Becky Smith be asked to serve jointly as Tree Officers to Tostock Parish Council.
- 6.8 **Noted:**
The following in an oral report from Cllr Storey on a recent meeting with Cllr Mellen as retiring Chairman regarding TPC issues pending:
- 6.8.1 A number of documents were handed across to the new Administration;
- 6.8.2 Advertising revenue to the Chronicle is diminishing and that Cllr Cross is to investigate and advise;
- 6.8.3 Cllr Storey will take up the task of clarifying the extent of SCC land holdings in Tostock;
- 6.8.4 Cllr Callow agreed to look into the position regarding TPC emails which do not currently seem to be accessible;
- 6.8.5 Cllr Cobbold agreed to investigate the long-standing problem of water draining from fields and causing flooding at Pamment Close.
- 6.9 Cllr Storey reported orally on a recent discussion with SCC Highways confirming that the current protocols regarding pothole repairs are unlikely to change in the near future but that inspections of the running surface will be 6 monthly rather than annually during the long-term A14 roadworks.
- 6.9.1 Cllr Blundell undertook to confirm a possible solution to flooding problems on The Green related to the drainage sump, for onward transmission to SCC Highways.
- 6.10 The Meeting agreed that damage to The Green caused by vehicular traffic remains a live issue and that suggestions towards remediating the problem will be invited at a future meeting.
- 23.06.07 **Noted:**
A Report tabled by Cllr Cross as RFO confirming Reserves of £37, 359.03.
- 7.1 That the position regarding bank statements and signatories remains unresolved, but that the return of Cllrs. Blundell and Kearsley to office allows them, as recognised signatories, to ensure that Council business can continue.
- 7.2 That TPC is selected for intermediate external audit review by the External Auditors Messrs PKF Littlejohn.

JS
24/7

7.2.1 **Resolved:**
That The Chair and Meeting Clerk be authorised to sign off the Annual Governance and Accountability Returns Sections 1&2.

- 7.3 **Resolved:**
That the following payments be authorised:
- | | | |
|-------|---|---------|
| 7.3.1 | To Peter Dow re Meeting Clerk expenses as invoiced
03.10.2022 – 24.05.2023 | £606.25 |
| 7.3.2 | To Alan Jones re diesel for mower | £28.00 |
| 7.3.3 | To the Village Hall Committee re servicing work
to mower to a maximum of | £50.00 |
- 7.4 The Meeting agreed to defer consideration of the possibility of moving the Council's bank accounts to another provider until clarification of the situation with NatWest is clarified.

23.06.08 **Noted:**
A Planning decisions as determined by MSDC, being:
8.1 DC/23/01825 Works to trees in a Conservation Area Fell 1 NO. Sycamore (T1)
The Park House, Leys Road GRANTED TPC did not comment

23.06.09 **Noted**
The agreement of the Meeting that no comment was necessary re the Planning application sent for information by MSDC, being:
DC/23/02078 – Discharge of Conditions ref DC/20/003364
Condition 15 (Landscaping Scheme)
The Barn north of Old Rectory Lodge, Norton Road

23.06.10 **Noted:**
The following when public comment or question was invited on any matter of Council business:

- 10.1 The Chairman agreed to make Minutes and Agendas available as PDF documents when published.
- 10.2 The Chairman agreed to log on to the NALC / SALC accounts as a point of contact pending the appointment of a Clerk.
- 10.3 The Meeting received a suggestion that trenching the perimeter of problematic areas of The Green might be one of the ideas for consideration when the matter of vehicular incursion and damage is discussed.

23.06.11 **Noted:**
That the date for the next meeting was scheduled as 24th July 2023 at 7.30 in the Village Hall.

23.06.12 **Noted:**
That the Meeting closed at 8.35

Done Stoney
24th July 2023