



Stradbroke Parish Council

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**COUNCILLORS ARE SUMMONED and THE PUBLIC ARE INVITED
 TO ATTEND a MEETING of the PARISH COUNCIL** which is to be held
 in the **COURT HOUSE, QUEEN STREET, STRADBROKE**
 on **MONDAY 10TH DECEMBER 2018, COMMENCING AT 7.30pm**

Dated this 5th day of December 2018

O Wladon Clerk to the Council

AGENDA

18.12.1	Chairman's welcome
18.12.2	Apologies for Absence
(1)	Councillors to note any apologies for absence
(2)	Councillors to vote on acceptance of absences
18.12.3	Declarations of Interest
(1)	To receive any Councillors' Declarations of Local Non-Pecuniary Interests
(2)	To receive any Councillors' Disclosable Pecuniary Interests in subsequent agenda items
18.12.4	Dispensations Councillors to decide upon any requests for dispensations <i>(none were received at the time agenda was issued).</i>
18.12.5	Councillor vacancies Councillors to note there have been no applications for consideration.
18.12.6	Minutes Councillors to review and approve minutes of the meeting 12 th November 2018 as a true record of the business conducted <i>(draft minutes can be found on the meetings page of the Parish Council website. https://www.stradbrokepc.org/documents)</i>
18.12.7	Community-Led Housing Elizabeth Ling of Mid Suffolk District Council has been invited to address Councillors on this matter. <i>This item will take approximately 30 minutes.</i>
18.12.8	Public forum: the public will be invited to address the Parish Council. Each member of the public will be allowed a maximum of 2 minutes to speak regarding items on the agenda.
18.12.9	To invite the County & District Councillors to respond to any questions on reports previously submitted to the Parish Council. <i>(copies of the reports – if received - are attached to the agenda)</i>
18.12.10	Planning
(1)	Councillors to consider and review the following new applications: DC/18/04532 – Planning application, erection of an extension to the existing car parking facilities (extending to 18 additional places). Reconsultation Stradbroke Business Centre, New Street IP21 5JJ
(2)	Councillors to note the results of planning applications considered by MSDC since the PC last met: DC/18/04706 - Land opposite Magnolia House, Wilby Road, Stradbroke, Suffolk DC/18/04447 - 4 Willow Close, IP21 5JD DC/18/04862 - Town Cottage, Church Street, IP21 5JF

<p>18.12.11</p>	<p>Finance</p> <p>(1) Councillors to note Account Balances at 30th November 2018: Current Account - £11,456.50 Deposit Account - £20,211.37</p> <p>(2) A motion is proposed that Councillors approve cheques for signature or BACS payment for online authorisation as per the schedule prepared by the Clerk.</p> <p>(3) Councillors to note the receipts received in the month and the estimated reserved accounts balances taking into account committed funds as per the schedule prepared by the Clerk.</p> <p>(4) <u>Reserve Funds</u> Councillors to consider 2 motions proposed by the Finance Committee concerning reserve funds : (a) As highways will form part of the PIIP it is proposed that the traffic calming account is closed and the monies are transferred to general reserves. (b) A Health Centre account is established for any increase in the rent received from the Stradbroke Charitable Trust.</p> <p>(5) <u>Budget</u> Councillors to consider a motion to set the budget for 2019/20 as per the attached recommendations from the Finance Committee. <i>(copies of the minutes of the Finance Committee and the draft budget can be found on the meetings page of the Parish Council website. https://www.stradbrokepc.org/documents)</i></p> <p>(6) <u>Precept</u> To review the recommendation of the precept for 2019/20 by the Finance Committee for agreement at the January 2019 meeting.</p>
<p>18.12.12</p>	<p>Neighbourhood Plan</p> <p>(1) Councillors to note any update received regarding the outcome of the Cabinet meeting of Mid Suffolk at which the Neighbourhood Plan and examiners report were reviewed.</p> <p>(2) Councillors to note any date for a referendum from Mid Suffolk.</p> <p>(3) Councillors to review a recommendation that the additional hours undertaken by the Clerk post examination are vired from the reserve fund.</p> <p>(4) <u>CIL/PIIP</u> :Councillors to note that the Neighbourhood Plan working group have completed the initial audit and that a draft PIIP is being prepared.</p>
<p>18.12.13</p>	<p>War Memorial</p> <p>Councillors to consider a motion to include Miss E M Tate to the war memorial. A report concerning this matter is appended to the agenda.</p>
<p>18.12.14</p>	<p>Polices/Procedures for review:</p> <ul style="list-style-type: none"> • Terms of Reference – Councillors to review and approve TOR recommended by Finance Committee • Freedom of information Policy – it is proposed that this policy be amended as follows: <i>The Parish Council will publish all requests for information and subsequent responses on its website in the Statutory Information section. All personal information of the requester will be redacted.</i> • Parish Council Financial Regulations - Councillors to review and approve the recommendation of the Finance Committee that references to a Finance Working Party should be changed to Finance Committee.

	<p><i>Copies of all policies, procedures and terms of reference can be found on the Statutory Information page of the Parish Council website:</i></p> <p>https://www.stradbrokepc.org/statutory-information</p>
<p>18.12.15</p> <p>(1)</p> <p>(2)</p>	<p>Asset Working Group</p> <p><u>Licence to Assign</u> Councillors to note that the assignment of the lease has not yet been completed.</p> <p><u>Rent Review</u> Councillors to note that the RICS have appointed a valuer to review the dispute regarding the rent.</p>
<p>18.12.16</p> <p>(1)</p> <p>(2)</p>	<p>Councillor Reports</p> <p>Christmas Lights Event: To receive a report on the event from David Turner.</p> <p>Community Centre: To receive a report on the SSCC from Toni Wisbey.</p>
<p>18.12.17</p> <p>(1)</p> <p>(2)</p> <p>(3)</p> <p>(4)</p> <p>(5)</p>	<p>Risk Assessment - To receive reports from Councillors on:</p> <p>Community Centre Play Park - <i>maintenance report has been received and is being reviewed</i></p> <p>Westhall Play Park – <i>maintenance report has been received and is being reviewed</i></p> <p>Fitness Track</p> <p>Permissive Path</p> <p>Cemetery</p>
<p>18.12.18</p> <p>(1)</p> <p>(2)</p> <p>(3)</p>	<p>Clerk's Report:</p> <p>Health Centre Councillors to note that no updates were received in the month.</p> <p>Training Councillors to note any training requests made at the meeting. Councillors to note that no training has taken place since the last meeting.</p> <p>General</p> <ul style="list-style-type: none"> • The Leisure Centre have submitted the date for the triathlon next year and asked for permission to use the field on 18th & 19th May 2019. Radio Stradbroke have taken over the booking made by Stradisphere to use the field for a Music Day on 13th July 2019. The Clerk will inform both organisations of the documents that need to be submitted, prior to the event as per the Playing Field Policy. • No reply has been received concerning the request for the quotation to undertake the work at the playparks. The Clerk will investigate other contractors. • A request for information was received. Most of the information requested was already publicly available. Questions concerning procedure although not strictly requests for information were responded to at the same time. • Work on uploading the burial book has stopped at the present time, due to insufficient time being available to complete the task. • A draft report on the request to cut back the trees at the Tennis Courts has been received by the Clerk, there has been insufficient time for this to be fully reviewed. • There has been no update on the work to be undertaken on the Chapel at the Cemetery. Should the Clerk re-tender for the work? • As the Parish Council does not operate an accruals based accounts system, Councillors should consider asking the Finance Committee to review the budget for the coming year in March/April as part of the year end process. • Councillors to note that TW has been approached to replace Ellie Wharton as the 2nd Parish Council representative on the Stradbroke Monthly Governance Board.

	<ul style="list-style-type: none"> • Cllr McGregor is investigating whether SCC will supply the VAS for Westhall if the Parish Council pay revenue costs.
18.12.19 (1) (2)	Correspondence <u>Tabled:</u> None <u>Emails previously circulated and noted at this meeting:</u> <ul style="list-style-type: none"> • SALC weekly bulletins • Road closure notices • Update from Citizens Advice Bureau following cuts to funding proposed in Suffolk County Council's budget for 2019/20 • SCC consultation on Minerals & Waste • MSDC consultation on Homes Strategy • Rural Services Network 4/12 Bulletin
18.12.20	Matters for inclusion in the Agenda of the next meeting: 14th January 2019 Councillors to note that matters for inclusion on the agenda for the next meeting need to be submitted to the Clerk by 28 th December 2018.

**MEMBERS OF THE PUBLIC AND PRESS ARE VERY WELCOME TO ATTEND.
THIS MEETING MAY BE RECORDED.**