



# Boyton Parish Council Minutes of meeting 22 January 2014



	Key Tasks	lead	date
AP7e130717	A new incident number had been provided, the work was outstanding since July	RJ	
AP2a130911	The status of red line planning enveloped around the village	JM	
AP1220114	A black box (SRD) to be sited to monitor speed in the village.	PC Warne	
AP2220114	Meeting to be arranged with Ruth re agreeing regularised 3 monthly reporting to the Parish Council	RJ	
AP6a220114	Village review results to be formerly collated	GB	
AP6b220114	Speed limit sign obstructed by growing vegetation Andrew to be contacted	RJ	
AP7b220114	Gary Lowe to liaise with Environment Agency and Jane to arrange a talk	GL	
AP7a220114	Events and terms of reference to be placed on the website	GB	
AP8220114	Standing Orders working group to meet	AC/RJ	
AP9a220114	Dates of 2014 meetings to be circulated	GB	
AP9b220114	Notices to be placed in Village Voices and Boyton noticeboard. All Councillors to spread the word	All	
AP10220114	Data protection and info security documents to be merged; amendments to be made to <i>info available</i> document.	GB	
AP11220114	Litter picking dates to be finalised	ACa	
<b>Expenditure approved</b>			
AP a220114	Photocopying	£6.00	
AP b220114	Stationery	£9.99	
APc220114	Salary for GB	£162.50	
APd220114	Hall Hire	£36.00	

**DATE OF NEXT MEETING 5 March 7.00pm**

<b>Attendance</b>	Parish Councillors: Richard Jesty (RJ), Ali Crawford(AC), Fred Stentiford (FS); Andrew Cassy (ACa), Sally Wood (SW) Other attendees: Gary Lowe, John Carpmael, Isobel Lilley, PC A Warne, PCSO Sallyanna ChattenBerry, SCDC Councillor-Jane Marson
<b>Public comment</b>	None received
<b>1. Agency reports</b>	<p>Reports were provided by SCDC Councillor-Jane Marson and PC Andy Warne.</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">               Jan14-reportJaneMarson.pdf         </div> <div style="text-align: center;">               Boyton police jan 2014.pdf         </div> </div> <p>Police will arrange for a black box (SRD) to be sited to monitor speed in the village.</p> <p><b>Verbal report on Boyton parochial Church Council meeting (Isobel Lilley):</b>                      Forthcoming events: AGM – 22 March at 9.30 Boyton Village hall; Lent Lunch 15 March - 12.00noon for charity – Soup &amp; Roll; 26 March Event planning; 6 September -Fete; 1 February -Coffee Morning.</p> <p>Quotes were being sought for calor gas cooker and heater which will meet community needs in the events of an emergency. The wall in the kitchen was to be inspected with a view to its removal to create more space.</p> <p>An estimate from Fosters of Ipswich for upgrade of kitchen was awaited.</p> <p>It was noted that financial support could come from Jane Marson’s budget.</p>
<b>2. Apologies</b>	Kay Lane (KL)
<b>3. Declaration of interest</b>	Agenda items: 12 Declaration of interest re noticeboard noted and signed by FS, RJ,AC and ACa

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<b>4. Minutes</b>	An amendment was made to the meeting of 2 December – to add “not form” under key task AP2b021213. The minutes of the November and December meeting were approved and signed.
<b>5. Action point update</b>	AP5c131106-This had been satisfactorily resolved and the footpath had been restored to the list. Rhona Sturrock’s letter was a on a private basis and did not represent the views of the Parish Council. AP7131106 – Although a letter had been sent requesting a brief report from Ruth on a regular basis, there had been no response. RJ was to follow this up. For example no mention had been made of update to playground development. The following were outstanding: <b>AP7e130717</b> Although a new incident number had been provided, the work was still outstanding on the draincover. RJ <b>AP2a130911</b> The status of red line planning enveloped around the village. JM
<b>6. Village Review and events</b>	a) 15 responses had been received. Results were to be formally collated. It was noted that over 50% of the village was on email distribution list. b) Andrew to be contacted about the speed limit sign approaching the village. <b>Forthcoming events:</b> RSPB talk 12 February. Gary Lowe to contact Environment Agency to arrange a talk. Suggestion that Jane Marson also contribute to this event. Tree guard removal -Boyton Wood -22 February 2.00pm
<b>7. Terms of reference</b>	It was agreed that the terms of reference for the three working groups i.e. Events, Standing order and planning be placed on the website and reviewed each year.
<b>8. Standing Orders</b>	Revisions from NALC had been noted with few substantive changes required. It was agreed that the working party meet to review standing orders.
<b>9. Timetable for grants</b>	Deadline 7 days before Annual Village meeting. April and September. Notices to be circulated. Up to £200. Those seeking grants will give 3 minute presentation to the meeting.
<b>10.Information/ security</b>	Agreed to merge data protection with info security. Amendments to draft info available made.
<b>11.A)Litter picking B)emergency plan</b>	Litter picking Dates to be finalised 2 <sup>nd</sup> /3 <sup>rd</sup> weekend in March. Emergency plan- awaiting Environment Agency to walk through plan. Handout for community is completed. Agreed to get quote for printing. Issue of large print to be considered.
<b>12. Noticeboard</b>	Board to be sited to ensure road visibility at access is not obscured or at edge of road. More planning is to take place under auspices of BCG
<b>13. Finance</b>	Precept was approved (£1680), signed and will go to Suffolk Coastal. Approval was given for expenditure items (see above).
<b>14. Training</b>	SW reported a mixed review of the training for Councillors. It was noted that she might pass on materials to other members. It was noted that GB was to attend end of year accounts training in February. Training dates to be circulated to Kay and Fred.

Signed .....Date.....