

Boyton Parish Council Minutes of meeting 9 September 2015

	Key Tasks	lead	Date
AP9100914	Items to be collected from Records Office. Ali to remind DAC again	DAC	
AP1a90915	Brown bin information and "A devolved Suffolk" link to be emailed to Gerry Orchestra project paper would be circulated	CB GB	18/9
AP050915	Draft agreement re sports equipment	GL	
AP11210715	Cllr. Christine Block to be notified of date of flood issue meeting Jane Burch, Flood & Coastal Policy Manager, Suffolk County Council Email: jane.burch@suffolk.gov.uk Tel: 01473 264782 to be contacted about the incidents.	AC	
AP0790915	Cllr Block to speak with legal department about name change	CB	
AP109091	CATS questionnaire to be circulated to information team	GB	18/9
AP1190915	Risk assessments and template to be posted on website	GB	18/9
Expenditure approved			
AP13210715dd	Rent (£15 and salary (£175 incl. tax) as agreed at beginning of financial year		
AP12090915313	Suffolk Coastal election payment services £100		
AP1290915314	Community Action Suffolk Insurance renewal £145.60		
Ap12090915312	Information Commissioner registration £35.00		

DATE OF NEXT MEETING 11 November 2015

Attendance	<p>Parish Councillors: John Carpmael (JC), Jess Richardson (JR), Richard Jesty (RJ), Ali Crawford (AC), Gary Lowe (GL)</p> <p>Cllr. Christine Block, Cllr. Andrew Reid</p> <p>Members of the Community: I Lilley, J Greenwell, M Fleetwood, R Hatchett, Rhona Sturrock, Wendy Jesty</p> <p>Visitor: Jenny Webb</p>
1. Agency reports	<p>JC informed all of the recording of the meeting.</p> <p>Written reports were provided by SCC Cllr Andrew Reid, Rev'd R Hatchett, Andy Cassy and PC Warne.</p> <p>Key Issues arising:</p> <p>Cllr. Andrew Reid: CSE grades A*-C have improved this year by 40% and key stage 2 results are better. If there are any delays in regard to accessing superfast broadband then let Andrew know. A vaccination programme against meningitis for young people aged 17-18 is taking place.</p> <p>Cllr. Christine Block: Information available about brown bin service. Christine to email details to GB for circulation. An executive group comprising representatives from the County Council, and district councils have submitted an expression of interest to Government in regard to its devolution agenda which may mean greater responsibilities on parish and village councils. Christine will email Gerry with the hyperlink. "A devolved Suffolk", there is no additional money and there is no timetable at present.</p> <p>BCG: Report read by GB. The BCG recently held its AGM over the summer and renewed its membership list. Current activities being planned in conjunction with the PC are Beachwatch litter pick, Boyton Apple Day and Boyton Bonfire.</p> <p>Rev'd Ruth Hatchett: The church has continued to provide regular opportunities for worship. Harvest festival will be shared with Bawdsey church on 27 Sept, at Bawdsey and the harvest supper will be held in Boyton Village Hall on 10 October. Monthly coffee mornings in the Village Hall have continued to be a welcome focus for people to meet together. On 26 September the films 'Coming Home' and 'The Empty Quarter' are to be shown. Over £1700 was raised at the fete.</p>

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	<p>The kitchen upgrade in the hall has been completed with grateful thanks to all. Consultation and discussion regarding the installation of new play equipment has continued and consensus has been reached regarding the items to be installed and their siting. However, the PCC await further decisions by the Parish Council with regard to ownership and insurance as sadly (but not unexpectedly) the church insurers are not able to insure equipment which does not belong to the PCC against either theft or public liability. The PCC remain committed to this project.</p> <p>PC Warne: GB read out that there were no crimes reported in Boyton. There had been a burglary at Coltec in Hollesley: 2 off-road motor bikes stolen.</p> <p>Jenny Webb (Bawdsey Parish Council clerk) reported that a request had been made by Suffolk Philharmonic Orchestra for parishes on the peninsula to contribute to raise £1400 to pay for a community concert aimed primarily at those who have not experienced a classical event before possibly at Alderton Church. The orchestra could also link with local primary schools although they would get a separate concert. It was agreed that information would be circulated to members. It was agreed that whilst the project was viewed positively, there were concerns about how this potential audience would be identified and support in transport issues.</p> <p>J Carpmael reported that the role of Neighbourhood Watch coordinator was vacant as Andrew Greenwell was unable to commit the time. Jess Richardson expressed an interest and would contact Andrew. Attendees were requested to attend the ROSPA training course on playground safety in October. Suffolk Coastal Liaison budget review meeting is scheduled for 16 November. John asked that he be contacted by interested parties. Suffolk Coast Forum's 4th annual coast and estuary community conference takes place on 1 October at Wherstead Park.</p>
2. Apologies	Malcolm Lane (ML)
3. Declaration of interest and dispensation	RJ signed for update about Village Hall as a member of the Hall management committee.
4. Minutes	<p>4 August – minutes were approved and signed.</p> <p>21 July-Minutes were amended: Item 1 - apps should be <i>applications</i>. Item 9 - Andrew <i>Greenwell</i>. Item 11- It was agreed <i>that</i> councillors <i>should</i> gather information on the problems. Richard <i>Pipe</i> not Piper. Minutes were approved and signed.</p>
5. Action point update	<p>AP9100914 outstanding.</p> <p>AP05210715 All website amendments completed.</p> <p>AP05diii210715 Quotes had been obtained. One company quoted £2800. A query was made by one of the companies about whether there was a requirement to be registered to provide a play surface. The insurers were contacted: no such requirement was necessary. Awaiting quote from GW Smith. R. Cooke has quoted £960 to provide a concrete base. He had requested that if awarded the contract, the PCC might permit the excavated earth to be placed in the far corner of the grounds. It was noted that Suffolk Coastal had provided 50% of the total (for the equipment only) with the remainder payable once the work was completed. Cllr Block offered to contribute up to £600 from her Enabling Fund for the surface work.</p> <p>AP05div210715 SALC had been contacted about legal advice (see item 6).</p> <p>AP07210715 Sizewell meeting still to be finalised as a convenient date for both parties to attend is still to be realised.</p> <p>AP09210715 A meeting with Andrew Greenwell took place and agreed notes will be circulated to members.</p> <p>AP11210715. A problem-solving meeting is being planned with Malcolm King and Richard Pipe to meet with interested residents. Andrew Greenwell had also expressed an interest in attending. An email about their flooding experience had been received from David</p>

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	<p>Powell and details were passed to AC. Christine Block to be notified of date of meeting. It was noted that under Section 19 of the Flood & Water Management Act 2010, the County Council must investigate significant flooding. The need to investigate a particular flood is determined on a case-by-case basis considering factors such as the likely source of the flood and the number of properties affected. Jane Burch, SCC flood manager to be informed of incidents by AC.</p>
6. Play equipment update	<p>Ownership - A statement was read out from <i>Prettys</i>, (the solicitors of SALC). It was noted that to gift might not comply with the duty to maintain public purchased equipment and may cause on going issues in regard to maintenance. If the Council retains the equipment, an agreement could be produced by <i>Prettys</i> at a cost of between £360 and £540. This would include issues about maintenance, insurance and risk assessment obligations. It was therefore agreed that Boyton Parish Council should own, insure and maintain the equipment although it was noted that if an inspection was made by an external company that the PCC might wish to include their play equipment in the review and share the cost. It was agreed that GL might assist the PCC in drafting a licence agreement that includes the placing of equipment on PCC land, insurance, inspection and maintenance. Malcolm Fleetwood (PCC member) stated that the PCC in their meeting on 28 September would agree to the licence arrangement.</p>
7. Name change	<p>The proposal to change the name to <i>Boyton Village council</i> was discussed. The council has the authority to change its name by virtue of the Local Government Act 1972 s12 A. It does not affect its function, powers or duties. It also does not affect relationships with other authorities because the status of the council remains unchanged. Some people in the village had expressed their confusion about the duties and status of the Parochial Church Council (the PCC) and those of the Parish Council (PC). Cllr Block agreed to speak with the legal department as she considered that the perception of other local government organisations may impact negatively on the Council. It was suggested that <i>Boyton Village Council</i> may get mixed up with Boyton Community group. It was noted that only one word was being changed. It was agreed that this issue be included in the Village survey this year.</p>
8. Employment committee	Deferred to next meeting.
9. Venue for winter	Deferred to next meeting.
10. CATS	<p><i>Suffolk link bus</i> service contract is up for renewal and cuts are expected. In order to ensure that local people have the chance to contribute to the future delivery plan, it was agreed that the CATS questionnaire be circulated.</p>
11. Risk Assessments	<p>Risk assessments were received and approved for the Apple Press and Bonfire night. Both assessments and a template will be posted on the website.</p>
12. Finance	<p>a) Deferred to next meeting Payments approved: see above</p>

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Accounts

RECEIPTS	2015/6
Precept	£878.60
Grants	£919.75
Other income	£250.00
VAT repayment	£0.00
total	£2,048.35

PAYMENTS	2015/6
VAT	£0.00
Administration	£0.00
Clerks salary	£334.80
Insurance	£0.00
Clerk's Expenses	£0.00
Section 137	£0.00
hall hire	£51.00
Subscriptions	£153.00
Training	£140.00
Sundries	£35.00
Election fees	£0.00
Audit	100.80
events	0.00
total	£814.60

RECEIPTS AND PAYMENTS SUMMARY	
Balance as at 1 April 2015	£1,781.62
total receipts	£2,048.35
less payments	£814.60
total	£3,015.37

CUMULATIVE FUNDS REPRESENTED	
Current Account	£3018.37
Unpresented cheques	£3.00 Tax
unpresented deposits	£0.00
balance c/f	£3015.37

Signed Date.....