

# Ashfield cum Thorpe Parish Council

## Draft Minutes of the Council Meeting held on Wednesday 13 June 2018 at 7.30pm at the Community Hall, Ashfield

**Present:** Cllr Myles Hansen (Chair), Cllr Robert Grimsey (Incoming Vice-Chair), Cllr Ruth Hart, Cllr Geoff Hazlewood, Cllr Ann Langley and Cllr Paul Whayman

**Attendance:** Cllr Matthew Hicks (Suffolk County Councillor), Simon Ashton (Parish Clerk) and one Member of the Public

**1. Apologies and Approval of Absences**

Cllr Simon Garrett did not attend the meeting.

**2. Declarations of Pecuniary or Non-Pecuniary Interests by Members**

There were no interests declared by any of the Members.

**3. Approval of Minutes of the Previous Meeting on 9 May 2018**

Minutes of the previous meeting of the Parish Council on 9 May 2018 were received and approved as a true record and signed by the Chair.

**4. Reports by the District Councillor and County Councillor**

Cllr Hicks delivered his county council report at the meeting. A copy of the report has been made available at the end of these minutes for information.

**5. Contributions by Members of the Public**

A trustee of Ashfield Welfare Trust advised that approval of the appointment of its new trustees was being sought and requested it to be provided at the Council's next meeting.

**6. Consideration of Planning Applications and Decision Notices**

(a) MSDC DC/18/01888: Application Received (Comments Due 14 June 2018)

Glebe House, The Street, Ashfield cum Thorpe, IP14 6LX

Members agreed not to submit any comments on this planning application.

(b) MSDC DC/18/01112: Application Granted (10 May 2018)

Ashfield Lodge & Land to the East, The Street, Ashfield cum Thorpe, IP14 6ND

Members noted the outcome of this planning application.

(c) MSDC DC/18/01113: Application Granted (10 May 2018)

Ashfield Lodge & Land to the East, The Street, Ashfield cum Thorpe, IP14 6ND

Members noted the outcome of this planning application.

(d) MSDC DC/18/01402: Application Granted (6 June 2018)

Pear Tree Farm, The Street, Ashfield cum Thorpe, IP14 6NA

Members noted the outcome of this planning application.

**7. Finance**

(a) Members noted the receipt of £1,350.00, the first half of the Council's precept from MSDC for 2018/19, on 9 April 2018.

(b) Members noted the response and action plan presented by the Parish Clerk arising from the recommendations made by SALC following its completion of the Internal Audit 2017/18. A review of the progress made during the year was planned to take place at the meeting in March 2019.

(c) The Parish Clerk confirmed that relevant financial and other information relating to 2017/18 had been posted on the Council's web site by the deadline of 1 July 2018 in order to comply with the Transparency Code.

(d) The Parish Clerk confirmed that the annual External Audit submission had been made for 2017/18 and that the related notices and statements had been posted on the web site. Cllr Whayman agreed to take over the role of Noticeboard representative and to display the relevant notices following their receipt by email from the Parish Clerk.

(e) Members agreed to invite residents to an additional meeting on 6 September 2018 at 7.30pm to discuss funding opportunities for a defibrillator, vehicle activated signs and a dog waste bin to be located within the village.

(f) Payments were authorised in favour of the Parish Clerk's wages and office and personal expenses (£638.48), Suffolk Association of Local Councils for payroll services (October 2017 to March 2018), internal audit services (2017/18) and annual subscription (2018/19) (£271.92) and Information Commissioner for an annual registration fee to June 2019 (£40.00). Approval of these payments was proposed by Cllr Hazlewood, seconded by Cllr Hansen and agreed by Members.

**8. Governance**

(a) Cllr Grimsey confirmed that he would stand for election as Vice-Chair. There were no other contenders declared by the Members present, or in advance by any of those not present. Members then voted in Cllr Grimsey's favour who was then appointed as Vice-Chair until the Annual General Meeting in May 2019. Cllr Grimsey signed the Declaration of the Vice-Chair's Acceptance.

(b) Further discussion took place on GDPR requirements and the Parish Clerk confirmed that the engagement of a Data Protection Officer was considered to be good practice.

**9. Highways**

(a) Members agreed to invite residents to an additional meeting on 6 September 2018 at 7.30pm to discuss funding opportunities for a defibrillator, vehicle activated signs and a dog waste bin to be located within the village.

(b) Cllr Grimsey confirmed that he was planning to make contact with SCC Highways regarding the management of highways issues.

**10. Matters for Future Consideration**

(a) Review of (i) Income & Budget ii) Expenditure & Budget to 31 August 2018

(b) Review & Approval of the Council's Bank Reconciliation to 31 August 2018

(c) Confirmation of the Receipt of VAT Refund Claim to 31 March 2018 (£97.74)

(d) Review & Approval of the Council's Annual Insurance Cover & Asset Register Checks

- (e) Review & Approval of the Parish Council's Annual Risk Assessment 2018/19
- (f) Review & Approval of the Parish Council's Internal Control Statement 2018/19
- (g) Approval of Parish Clerk's Salary Scale Change from 12 October 2018 (SCP19 to 20)
- (h) Review of the Additional Public Meeting's Funding Conclusions (6 September 2018)
- (i) Review & Approval of the Appointment of Ashfield Welfare Trust's New Trustees

**11. Dates of the Next Meeting**

- (a) 12 September 2018 (Agenda Items & Documents Received by 4 September 2018)
- (b) 12 December 2018
- (c) 13 March 2019
- (d) The meeting finished at 9.25pm.

Simon Ashton, Parish Clerk  
[actpc.clerk@gmail.com](mailto:actpc.clerk@gmail.com)  
12 July 2018

DRAFT

## **June 2018 report for the Thredling Division from Cllr Matthew Hicks**

### **Councillor Matthew Hicks takes the helm at Suffolk County Council**

On 24 May, Councillor Mathew Hicks was elected as the new leader of Suffolk County Council. Councillor Hicks has promised a new era of working in partnership and listening. In a speech following his election, he pledged to work with district and borough councils, other public sector partners, businesses and residents to find the best ways of delivering services to the people that need them most. He also confirmed Suffolk County Council's focus on major infrastructure including the Ipswich Northern Relief Road, A12 four village bypass (SEGWAY), Sudbury Relief Road, Beccles Relief Road, A1307, the A140 and A47 schemes and of course the Lowestoft Third Crossing and the Upper Orwell Crossings. Councillor Hicks stressed the need for a co-ordinated and strategic approach to bring these into the 30 plus year vision so there is clarity on how major infrastructure projects can be delivered when funding is so tight.

One of his first duties was to appoint the Cabinet who, with him, will be responsible for almost £500 million of public services each year along with 6 deputy cabinet members to support the delivery of the council's 2017-2021 priorities.

### **Council to deliver 51 new affordable homes for low income families in rural community**

On 22 May, it was announced that Suffolk County Council is looking to develop a 4.5 acre site which is owned as part of its County Farms estate in Cockfield village near Lavenham. The plan is for 51 affordable homes to be built to offer local people on low incomes the opportunity to get on the housing ladder. This follows a decision on 21 March at Babergh District Council Development Control Committee which approved a planning application for such a development. To do this the county council is planning to work closely with design and property partners to achieve a good financial return and delivery of homes for a range of people, with a particular focus on local needs. The development is expected to take around two years to complete. By taking the lead on this project, the council can ensure the development delivers the proposed benefits for the local community in a timely fashion including provision for community space, powers to adapt local speed limits as required and improvements to local footpaths.

The council will now progress plans for this project, working closely with industry partners and will continue to engage collaboratively with the local parish council.

### **More children get the free school meals they are entitled to**

On 16 May, it was reported that four Suffolk councils have worked together to try to ensure more children get the free school meals they are entitled to. Changes to the benefit system in the wake of the introduction of Universal Credit mean that some families are missing out. The free school meals team at Suffolk County Council is urging parents and carers to apply for the meals – which could save a family more than £400 a year. In addition, each application could bring what is called Pupil Premium Funding to the respective school. The school can decide how to spend this windfall – as much as £1,300 a year over six years for each extra child applying - and could use it to pay for more books, cut the price of school trips and uniforms or bring in more teaching aids. The County Council has worked with Babergh and Mid Suffolk district councils and Ipswich Borough Council to identify the scale of the shortfall and to urge people to apply for what they are entitled to. Find out more at [www.suffolk.gov.uk/freeschoolmeals](http://www.suffolk.gov.uk/freeschoolmeals)

### **Suffolk residents urged to sign up as Dementia Friends**

OneLife Suffolk is asking local people to consider how they can support people with dementia by becoming a Dementia Friend. OneLife Suffolk is the free healthy lifestyle service commissioned by Suffolk County Council. Dementia Friends is an Alzheimer's Society Initiative which aims to give people a better understanding of what it means to live with dementia, through a short online training course. There are an estimated 850,000 people currently living with dementia in the UK, which costs the NHS around £26 billion each year. The training offers advice and guidance about how simple lifestyle changes can reduce the risks of dementia, as well as inviting people to consider how they can support and improve the lives of those living with dementia. OneLife Suffolk are working with GP practices, pharmacies and other local organisations across the county to spread the word and encourage people to sign up. The Dementia Friend training takes no more than 20 minutes to complete. For more information and to sign up as a Dementia Friend, visit <http://onelifesuffolk.co.uk/dementia2018/>

### **Matthew Hicks - County Councillor for the Thredling Division**

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