

# Ashfield cum Thorpe Parish Council

## Approved Minutes of the Council Meeting held on Wednesday 12 June 2019 at 7.30pm at the Community Hall, Ashfield

**Present:** Cllr Myles Hansen (Chair), Cllr Robert Grimsey (Vice-Chair), Cllr Simon Garrett and Cllr Paul Whayman

**Attendance:** Kathie Guthrie (District Councillor), Simon Ashton (Parish Clerk) and three Members of the Public

**1. Apologies and Approval of Absences**

Apologies were received from Cllr David Corcoran and Cllr Ruth Hart and their absences were approved.

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

Cllr Hansen declared a non-pecuniary interest in Item 8g) and agreed not to participate in any decision making.

**3. Approval of Minutes of the Previous Meeting on 8 May 2019**

Minutes of the previous meeting of the Parish Council on 8 May 2019 were received and approved as a true record and signed by the Chair.

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

Cllr Guthrie delivered her district council report at the meeting. A copy of the report has been made available at the end of these minutes for information. Cllr Hicks had sent his apologies and did not attend the meeting.

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

There were no issues raised by members of the public.

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

There were no planning applications requiring comment and no decision notices for noting by Members.

**7. Finance**

(a) Approval of the Parish Clerk as the Council's Responsible Financial Officer in 2019/20 was proposed by Cllr Garrett, seconded by Cllr Whayman and agreed by Members.

(b) Members noted the Barclays Bank Community account balance of £5,490.83 and the Business Premium account balance of £4.63 as at 31 May 2019.

(c) Members noted the receipt of the Council's grant for a defibrillator of £1,125.00 on 22 May 2019.

- (d) The Parish Clerk confirmed that arrangements were being made to remove former Cllr Hazlewood as a cheque signatory and that confirmation of the removal of online access status not required by the two new signatories and full dual signing status was awaited.
- (e) The Parish Clerk presented a draft response and action plan following the receipt of the Internal Audit report 2018/19. Members gave their approval subject to an amendment made to the action on the first recommendation to postpone discussion of the review of the effectiveness of internal audit with the benefit of similar work carried by another parish council and to appoint a lead Member at the next meeting. Members also agreed to an amendment made to the action on the third recommendation regarding GDPR policy documentation with the benefit of examples obtained from another parish council, and the appointment of Cllr Garrett as the lead Member, with further discussion at the next meeting.
- (f) Payments were authorised in favour of the Parish Clerk's wages and office and personal expenses (£621.57), Information Commissioner for annual registration (July 2019 to June 2020) (£40.00), Imperative Training Ltd for a defibrillator and cabinet (£1,530.60) and HMRC for income tax and national insurance contributions (April to June 2019) (£22.00). Approval of these payments was proposed by Cllr Grimsey, seconded by Cllr Hansen and agreed by Members.

## 8. Governance

- (a) Members agreed that Cllr Grimsey had signed both the Member's and Vice-Chair's Declaration of Acceptance forms in advance of the meeting.
- (b) There was confirmation that the MSDC Register of Interests had been completed by the Council's Members.
- (c) Following further discussion and agreement by Members, the Parish Clerk finalised the Council's Members' Responsibilities 2019/20 for publishing on the Council's web site.
- (d) Members agreed to consider an update on the delivery of the Council's defibrillator at the next meeting.
- (e) Cllr Whayman provided an update on the Council's speed indicator device project following an on-site meeting of some Members and discussion of proposed post locations requiring the receipt of adjoining neighbour permissions. Members agreed with the submission of the Council's three agreed SID post locations to SCC Highways.
- (f) Members agreed to postpone the consideration of broadband performance at selected addresses in the village until the next meeting.
- (g) Cllr Whayman described the funding requirements requested from the local resident publisher of the occasional *Around and About Ashfield*, information originally aimed at new residents of the village. Approval of up to a maximum of £30 was proposed by Cllr Whayman, seconded by Cllr Garrett and agreed by Members.
- (h) Following contributions from the Parish Clerk and the Chair, Cllr Whayman agreed to be the Council's representative on employment with whom the Parish Clerk would agree to meet to discuss any prevailing matters of concern.

## 9. Highways

- (a) Cllr Grimsey updated Members on his recent attendance at the SCC Highways Self-Help Event, including the need for training on sharps when litter picking and the involvement of highways rangers across the county.

- (b) Cllr Grimsey updated Members on the maintenance of local footpaths including previous discussions with landowners regarding maintenance of public rights of way.
- (c) Cllr Grimsey confirmed that he was looking into the removal of cats'eyes on A1120.

**10. Matters for Future Consideration**

- (a) Review of Compliance of Transparency Code & Web Site Requirements (2018/19)
- (b) Review of Conclusion of External Audit & Noticeboard Requirements (2018/19)

**11. Dates of the Next Meetings**

- (a) 11 September 2019 (Agenda Items & Documents Received by 3 September 2019)
- (b) 11 December 2019
- (c) 11 March 2020
- (d) The meeting finished at 10.15pm.

Simon Ashton, Parish Clerk

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11 September 2019

## Debenham Ward District Councillors Report to 12 June 2019

The last month has been extremely busy for both new and returning District Councillors and the Council. The council has embarked on a very intensive training programme for everyone.

The administration has been sorted and Suzie Morely is the Leader and I have retained my position as chair of Development Control B and Alternating Chair for Referrals and Chair of Licensing and Licensing hearings

The first event was an all day induction event on the 8<sup>th</sup> May and those of you at Ashfield-cum-Thorpe will remember I attended your Parish Council Meeting straight after. I have attended five (some full and some half day) training sessions, Three Parish Council AGM's, four more Parish Council meetings and a Parish meeting, an AGM at the Debenham Leisure Centre and Winston Fete. In addition I am also on a focus group to move the Local Plan forward and you will remember that is critical for Planning and that has met three times all for half day sessions. I also attended briefings for the forthcoming Planning meeting and referral planning meeting on the 12<sup>th</sup> June and I have a licensing hearing on the 11<sup>th</sup>. I do hope in the months ahead things will calm down a bit. However in between all that I have been dealing with issues that members of the Parishes bring to my attention.

The District Council has also had 'business as usual' and so the officers have been working really hard and some well into the night. The following is a snapshot of what has been going on at the council.

A Vision for Prosperity workshops have been set up over the next few months and it will set out a longer term goal to build on previous activities to help Towns and Villages achieve each community's individual ambitions. I did not attend previous workshops so will be interested to see how this will help our communities thrive.

Plans have been received by MSDC for 38 affordable homes to be built on the Stowmarket old middle school site. At last MSDC has control over what is proposed and there are many one and two bedroomed properties with a few three and four bed properties.

MSDC along with Babergh and West Suffolk District Councils have formed a Supported lettings team specifically to help rough sleepers after they received a substantial grant to do so. Lets hope the help gets to these people quickly.

Mid Suffolk has been lucky to once again host the OVO Energy Womens Cycle ride finishing in Stowmarket. What a day to be on a bike with all that rain.

Kathie Guthrie  
District Councillor