**SPROUGHTON PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE TITHE BARN BARLEY ROOM, SPROUGHTON ON WEDNESDAY 1Oth APRIL 2019**

**PRESENT:** Cllr K Barwick, Cllr L Court, Cllr H Davies (Chair), Cllr J King, Cllr Z Norman,

 Cllr P Powell (Vice Chair), Cllr I Selby

Interim Clerk: Mrs Catherine Hibbert

**1.4. APOLOGIES**

Sharon Maxwell

**2.4. MEMBERS DECLARATIONS OF INTEREST**

None received.

**3.4. CONSIDERATION OF DISPENSATIONS RELEVANT TO ANY ITEM ON THE AGENDA**

No new dispensations declared.

**4.4. MINUTES**

 Minutes of the Parish Council Meeting held on 13th March **approved** and signed on 27th

 March 2019.

**5.4. REVIEW OF ACTIONS FROM PREVIOUS PARISH COUNCIL MEETINGS**

 Councillors were advised that Listed Building consent was not required for the replacement

 of the Community Shop notice board.

 Councillors **agreed** for the interim Clerk to write to allotment holders with regard to issues

 previously discussed.

**6.4. PUBLIC FORUM/REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

 There were no matters relevant to this item.

**7.4. PLANNING COMMITTEE REPORT**

 There were no matters relevant to this item. All matters discussed in Planning Committee

 meeting prior to main meeting.

**8.4. FINANCE**

1. Financial Reports and Budget Statements – Interim Clerk, Catherine Hibbert, advised Councillors that the cashbook had been closed for the 2018/19 financial year. Councillors were advised to consider a review of current reserves. Cllr Davies suggested that Councillors consider re-convening a Finance Panel. Cllrs Selby, King and Powell agreed to form the Finance Panel and convene as soon as possible. Financial reports and Budget Statements **unanimously approved.**
2. Payments – Councillors **approved** all outstanding payments.
3. PAYE Provider – Councillors **agreed** for SALC to provide payroll services to the Parish Council. Clerk to action.
4. Statement of Accounts – Councillors agreed to provisionally approve the draft end-of-year accounts, subject to the completion of the annual audit.

**9.4. GRANT APPLICATIONS**

Councillors **agreed** to a grant of approximately £1,222 for the Jigsaw pre-school, to purchase a shed, new outdoor toys and play bark. Clerk to make payment to Jigsaw.

Councillors **agreed** to cover the Tithe Barn hire costs for Sproughton Primary School with regard to their annual summer event by way of a grant, with the proviso that any potential wedding booking may delay access for set-up. Clerk to inform Primary School.

**10.4. BURIAL GROUND**

There were no matters relating to this item. Councillors were reminded that applications were by appointment to the Clerk.

**11.4. ALLOTMENTS**

Cllr Barwick stated rats remained a problem on the site but this was a matter that could wait in the short-term.

**12.4. TITHE BARN**

There were no matters relating to this item.

**13.4. REPORT FROM THE BEER FESTIVAL WORKING PARTY**

Councillors were advised that plans for the Festival were progressing smoothly. The request for volunteers over the weekend was reiterated to Councillors. All Councillors to confirm their availability over the weekend. Cllr Davies stated tight controls regarding cash use and movement were required. It was made clear that only Councillors would be collecting monies on ‘the door’.

Councillors considered the use of card payments but felt it was too late to implement this year and **agreed** to consider it for next year.

**14.4. CHILDREN’S PLAY AREA**

Cllr Powell stated a meeting with a Wicksteed representative had taken place recently and that a meeting with District Council Communities representative, Tony Bass, was planned to discuss funding options, PFMC attending also. The question of who applies for funding on what basis needs to be agreed between all parties.

**15.4. PLAYING FIELD MANAGEMENT COMMITTEE**

There were no matters relating to this item.

**16.4. SPROUGHTON COMMUNITY SHOP**

Councillors were advised that the new notice board was now in place.

It was **agreed** that the interim Clerk was to finalise the end-of-year accounts.

Councillors were advised that members of the Community Shop team were keen to meet with the Parish Council for a social event and discuss ongoing issues.

It was **agreed** the Clerk would look into arranging this.

**17.4. PARISH INFRASTRUCTURE INVESTMENT PLAN**

Cllr Powell stated he had previously circulated the Parish Council’s ‘wish-list’ for s.106/CIL spending.

Cllr Norman suggested that there be a nature-based idea included in this list. Councillors to forward suggestions to the Clerk.

**18.4. STREET LIGHTING**

Interim Clerk, Catherine Hibbert, stated the annual invoice had been paid and the

 District Council were now requesting £1,573 to replace one light.

 Cllr Barwick stated this could be a health and safety issue and should be replaced.

 Councillors **agreed** to use a street lighting reserve of £1,000 to put toward replacing the

 light.

**19.4. ICO MEMBERSHIP RENEWAL**

 Councillors **agreed** to renew the Information Commissioner’s Office membership.

**20.4. SALC MEMBERSHIP RENEWAL**

Councillors **agreed** to renew the SALC membership

**21.4. VILLAGE LITTER PICK DAY**

Cllr Norman stated it was anticipated that equipment for the day was likely to be delivered to the Tithe Barn on the 15th, 17th or 19th of April.

He stated the date of the actual litter-pick was still to be decided and was likely to be a Saturday in early June.

Councillors suggested that the event be a community social event, with suitable refreshments, and the local press be advised.

**22.4. DATE OF NEXT MEETING**

Councillors noted that their next full meeting was to be the Annual Parish Council Meeting on 8th May, while the Annual Parish Meeting was to be the 1st May.

**23.4. MATTERS RAISED BY MEMBERS**

Cllr Davies requested that Councillors consider the direction the Parish Council should be

 taking over the next twelve months, in conjunction with Councillors taking ownership of

 certain aspects of continued activities. Suggestions to be circulated to Clerk & Councillors.

 Councillors discussed possible presentations from relevant associations for the Annual Parish

 Meeting on 1st May.

 Cllr Norman volunteered for the Lorry Watch programme.

9.30pm Meeting closed.

 CHAIR DATE