**Minutes of the Sproughton Parish Council Meeting held in the Barley Room, the Tithe Barn, Lower Street Wednesday 14th July 2021 at 7:30pm.**

|  |  |
| --- | --- |
|  | **ATTENDEES:** Cllr Davies, Curl, King and Maxwell. Kirsty Webber (Clerk) District Cllr Ric Hardacre.  **AGENDA:**   1. **OPENING INCLUDING PUBLIC FORUM**    1. Cllr Hardacre updated Cllrs that The Firs planning application is not going to committee. Cllr Hardacre also advised Cllrs that he has a locality grant of £2,000 if the PC wish to apply for it. 2. **APOLOGIES**    1. Cllr Powell and Norman 3. **COUNCILLORS DECLARATIONS OF INTEREST RELEVANT TO ANY ITEM ON THE AGENDA**    1. All councillors declared an interest in the Chantry Vale, Pigeon, Hopkins Homes and Sproughton Enterprise Park developments 4. **CONSIDERATION OF DISPENSATIONS FOR A PECUNIARY INTEREST**    1. None Received 5. **MINUTES**    1. Councillors to consider and approve the minutes of the Parish Council extraordinary meeting held on 1st July 2021.   5.1.1 These are believed to be factually correct. Cllr King proposed Cllr Maxwell seconded all Cllrs agreed to the minutes of the 1st of July 2021   * 1. Review of actions from previous minutes   5.2.1 All actions complete   1. **ACTIONS & PROJECTS**   6.1 Parking Church Lane  6.1.1 Cllr Norman was not in attendance to update Cllrs.  6.2 To agree the following policies: Healthy & Safety, Equality & Diversity and Safeguarding  6.2.1 Cllrs discussed the Policies and agreed to some revisions being made and for these to be reviewed by SALC. All Cllrs agreed for the revised policies to be reviewed and signed of via email on completion.  6.3 Barley Room Wednesday Lunches.  6.3.1 Cllrs discussed the proposal of the use of the Barley Room free of charge for the community Wednesday lunch club. Cllrs agreed to waiver the charge and to advise for the Club to apply for a grant. Cllr Davies proposed, Cllr Maxwell seconded all Cllrs agreed.  6.4 Volunteer magician for the Afternoon Tea Event.  6.4.1 A Sproughton resident has offered to perform magic tricks at the Afternoon Tea event. All Cllrs agreed o this being a good idea.   1. **FINANCE**    1. Monthly Payments – Councillors to approve this month’s payments:   7.1.1 All payments were reviewed by Cllrs. All Cllrs agreed payments. Cllr Curl proposed, Cllr Maxwell seconded, all Cllrs agreed.   * 1. Bank Reconciliation.   7.2.1 All Cllrs approved bank reconciliation. Cllr Davies proposed, Cllr Curl seconded all Cllrs agreed.   * 1. Quarterly Reporting Schedule.   7.3.1 All Cllrs reviewed and approved the quarterly banking schedule.   * 1. Jigsaw grant application.   7.4.1 Cllrs discussed the grant application from Jigsaw to purchase outdoor play equipment, Cllr Davies proposed a grant of £250.00 One Cllr agreed, three opposed. Cllr Davies proposed a grant of £300.00 one Cllr opposed; three Cllrs agreed. Action: Kirsty to contact Jigsaw to offer a £300 grant.   * 1. Registering the Burial Ground.   7.5.1 Cllrs discussed the quote of £850.00 + Vat received from Birketts to register the Burial Ground; this would also include disbursements around £10.00.  Cllr Davies proposed to accept the quote, Cllr King seconded all Cllrs agreed.  Action: Kirst to instruct Birketts to carry out the registering of the Burial Ground.   * 1. New phone for Clerk and a phone for Barn Warden.   7.6.1 Cllrs discussed the purchase of a new phone for the clerk and to keep existing sim contract. Cllr Davies proposed a budget of £200 to buy a new phone, Cllr King seconded all Cllrs agreed.  7.6.2 Cllrs discussed the purchase of a new phone on a monthly contract for the  Barn Warden. Cllr Davies proposed a budget of £15.00 per month for a contracted phone. Cllr King seconded; all Cllrs agreed.   * 1. Tithe Barn Improvements Budget.   7.7.1 Cllrs discussed possible improvements that can be made on the Barn including the revamp of the toilets. Cllrs agreed that Kirsty gain quotes for the improvements and bring back to Council for consideration.   1. **COVID-19**    1. Nothing to report. 2. **BURIAL GROUND**    1. Burstall PC committee request.   9.1.1 Cllrs discussed the request from Burstall PC to have 3 members of Burstall PC on the Sproughton Burial Ground Committee. Chairman of the Burial Ground Committee, Cllr Powell was not present at the meeting, and there is no meeting scheduled at present.   * 1. Reissuing of GERB   9.2.1 Cllrs discussed the issue of a GERB not being issued in 2003. This is another case of the process not being followed correctly due to no clerk. Therefore, Cllrs were asked that consideration be given that the cost of the GERB be granted at 2003 rates due to no fault of the purchaser of the GERB.  Cllr Davies proposed that a GERB is issued at 2003 rate and is backdated to 2003. Cllr King seconded all Cllrs agreed.  9.3Approval of a memorial  9.3.1 Cllrs discussed the memorial for approval. All Cllrs agreed. Cllr Davies proposed, Cllr King seconded, all Cllrs agreed.   1. **REPORTS FROM COMMITTEES AND RELEVANT GROUPS**    1. **Tithe Barn**   10.1.1 Requested Refund  10.1.1.1 Cllrs discussed the request for a refund on a deposit in Dec 21. As per the T & C’s these are non- refundable. Cllr Davies proposed to refund the deposit One Cllr agreed, three opposed. Cllr Davies proposed that it is a non- refundable deposit. One Cllr opposed; three Cllrs agreed.  Action: Clerk to notify that the request for a refund has been declined   * 1. **Allotments**   10.2.1 Nothing to report   * 1. **Community Shop**   10.3.1 Nothing to report   * 1. **Playing Field Management Committee**   10.4.1 Update  10.4.1.1 Nothing to report  10.4.2 Land Registration.  10.4.2.1 Cllrs discussed registering the playing field and all Cllrs agreed not to pursue the registering of the playing field. Cllr Davies proposed, Cllr King seconded all Cllrs agreed.   * 1. **Children’s Play Area**   10.5.1 Still awaiting final quote. Also waiting for the feedback from the Sproughton School Children.   1. **TO AGREE TIME, DATE AND PLACE OF NEXT PARISH COUNCIL MEETING**    1. Wednesday 11th August 19:30pm in the Barley room 2. **ITEMS FOR NEXT MEETING** 3. **AOB**    1. Cllr Maxwell asked for any thing that needs to be added to the in- touch magazine be forwarded to herself. 4. **CLOSE OF MEETING**    1. Meeting Closed at 21:49pm   Helen Davies  Helen Davies, Chairman, Sproughton Parish Council |