**Minutes of the Sproughton Parish Council Meeting held in the Barley Room, the Tithe Barn, Lower Street Wednesday 13th October 2021 at 7:30pm.**

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|  | **ATTENDEES:** Cllr Davies, Powell, Wood, Curl, Maxwell and King. Kirsty Webber (Clerk).  Members of the public: Charlie Barber  **AGENDA:**   1. **OPENING INCLUDING PUBLIC FORUM** 2. **APOLOGIES**    1. Cllr Norman 3. **COUNCILLORS DECLARATIONS OF INTEREST RELEVANT TO ANY ITEM ON THE AGENDA**    1. All councillors declared an interest in the Chantry Vale Development, Pigeon, Hopkins Homes and Sproughton Enterprise Park developments. Cllr Davies declared an interest in the memorial application for Paul Plumbly. 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 meeting held on 8th September 2021. And Extraordinary meeting on the 6th September 2021.   5.1.1 These are believed to be factually correct. Cllr King proposed Cllr Davies seconded all Cllrs agreed to the minutes of the 8th of September 2021 and the minutes of the extraordinary meeting on the 6th September 2021.   * 1. Review of actions from previous minutes   5.2.1 All actions complete.   1. **ACTIONS & PROJECTS**    1. **Co-Option of new Cllr**   6.1.1 Mr Charlie Barber confirmed his desire to become a parish councillor. All councillors agreed to his co-option   * 1. **The Queens Canopy**   6.2.1 Cllr Davies updated Cllrs on the idea of the queen’s canopy, Cllr King and Maxwell to investigate and report back to Council.   * 1. **Suffolk Festival 2022**   6.3.1 Cllr Davies updated Cllrs on the idea of the Suffolk Festival 2022.  All Cllrs to investigate and report back to Council.   * 1. **Sproughton Village Christmas Tree**   6.4.1 All Cllrs agreed to a budget of £200.00 for the Christmas tree, lights and decorations.   * 1. **Traffic**   6.5.1 Charlie updated Cllrs that the community would like to restart the traffic committee. Cllr Powell advised that numbers are to be confirmed and reported to Council. To then discuss TOR for a traffic committee.   1. **FINANCE**    1. **Monthly Payments – Councillors to approve this month’s payments:**   7.1.1 Cllr Powell proposed to approve the monthly payments, Cllr Davies seconded all Cllrs agreed.   * 1. **Bank Reconciliation.**   7.2.1 Cllr Davies proposed to approve the bank reconciliation report, Cllr King seconded all Cllrs agreed.   * 1. **Quarterly budget report**   7.3.1 Cllr Davies proposed to approve the Quarterly budget report, Cllr King seconded all Cllrs agreed.   * 1. **20 mph Speed limit survey**   7.4.1 Cllrs discussed instructing a survey to be conducted along Church Lane, High Street, Lower Street and Burstall Lane. To investigate the possibility of making these 20mph zones. Cllr Davies proposed the appropriate survey’s be carried out at a cost of £1170.00 Cllr Powell seconded all Cllrs agreed. Request notification of when survey’s will be conducted.   * 1. **Wing mirror flags**   7.5.1 Cllrs discussed purchasing wing mirror flags to be distributed to residents along High Street as a mitigation to slowing traffic along the High Street. All Cllrs agreed to purchase 15 wing mirror flags for residents to purchase at a subsidised rate on a first come first serve basis. Action: Kirsty to purchase flags, Cllr Barber to notify residents.   * 1. **30mph Wheelie bin stickers**   7.6.1 Cllrs discussed purchasing 30 mph stickers for wheelie bins along the high street. All Cllrs agreed to not pursue this.   * 1. **Tithe Barn free of charge events.**   7.7.1 Cllrs discussed the proposed events at the barn all Cllrs agreed to waiver the hire fee for the following events. Sproughton Community Shop, Halloween Disco. Sproughton Community Shop, Tabletop Sale in aid if St Elizabeth’s Hospice. Ralph Earey retirement.  Cllrs discussed putting on Sproughton free Christmas to be held on the weekend 4th & 5th Dec. All Cllrs agreed to a £2000 budget for the entire event.   * 1. **Street Light Gipping Way.**   7.8.1 Cllrs discussed the request for a new streetlight to be erected in gipping Way due to the previous one being damaged. Cllrs agreed for this to be investigated to see if the person who initially reported that the damage was done by a morrisons van would be happy to speak to the police to obtain a crime reference number. Alternatively, the Council will request a new one is installed at a cost of £2000.   * 1. **External Audit Report.**   7.9.1 Cllrs discussed the external audit report and agreed they were happy with the outcome. Kirsty updated Cllrs that the internal audit actions are all nearly completed.   1. **REPORTS FROM COMMITTEES AND RELEVANT GROUPS**    1. Tithe Barn   8.1.1 Update  8.1.1.1 Nothing to report.  8.1.2 Afternoon Tea update.  8.1.2.1 Kirsty updated Cllrs that the final profit made from the afternoon tea event was £227.66. this has been put into a cost centre for Community events to offset any future event.   * 1. Allotments   8.2.1 Kirsty updated Cllrs that rent letters have now been sent for this year. There has been reports of an increase in rats, and measures have been taken to eradicate this. Kirsty updated Cllrs that there is confusion for plot owners who have given up plots but still having to pay due to rent being in arrears. Cllrs were happy with the way this being dealt with and agreed that going forward rent should be paid upfront.   * 1. Community Shop   8.3.1 Nothing to report   * 1. Playing Field Management Committee   8.4.1 A meeting is arranged for Tuesday 26th October to discuss the playing field and new play area.   * 1. Children’s Play Area   8.5.1 Feedback has been received from the school on the proposed designs.  8.6 Burial Ground  8.6.1 Nothing to report  8.6.2 Memorial Application.  8.6.2.1 Cllrs discussed the memorial applications presented. The memorial for T/L Mr G. Southgate was approved by all Cllrs. The memorial for T/L Mr P Plumbly was not approved due to not meeting the requested measurements for a memorial. Cllr Davies abstained from voting, All other Cllrs agreed to not approve the memorial.  8.6.3 Unauthorised Interment.  8.6.3.1 Kirsty updated Cllrs that an interment by Andrew Bingham funeral directors had taken place without the consent or knowledge of the Council. ICCM has been contacted to ensure that the correct procedure has been followed, following this.   1. **TO AGREE TIME, DATE AND PLACE OF NEXT PARISH COUNCIL MEETING**    1. Wednesday 10th November at 19:30pm. Cllr Wood sent his apologies. 2. **ITEMS FOR NEXT MEETING**    1. Any additional items to the standard agenda to be sent to Kirsty. 3. **AOB** 4. **CLOSE OF MEETING**    1. Meeting close at 22:22pm   Helen Davies  Helen Davies, Chairman, Sproughton Parish Council |