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|  | **Minutes of the Sproughton Parish Council Extraordinary Meeting held in the Barley Room, Tithe Barn, Lower Street, Wednesday 23rd August 2023 at 7:30pm**  **ATTENDEES:** Cllr King, Booth, Davies, Jermyn, Maxwell and Powell. Kirsty Webber (Clerk)  One member of the public was present.  **AGENDA:**   1. **APOLOGIES AND TO CONSIDER APPROVAL OF ABSCENCES**    1. Cllr Barber and Curl 2. **COUNCILLORS DECLARATIONS OF INTEREST RELEVANT TO ANY ITEM ON THE AGENDA**    1. All councillors declared an interest in the following planning developments: - Chantry Vale, Pigeon, Hopkins Homes & Sproughton Enterprise Park 3. **TO CONSIDER APPLICATIONS FOR DISPENSATIONS OF INTEREST**    1. None Received. 4. **MINUTES**    1. Councillors to consider and approve the minutes of the Parish Council meetings held on 12thth July & 9th August 2023.   4.1.1 These are believed to be factually correct. Cllr Davies proposed, Cllr Booth seconded all Cllrs agreed to the Parish Council minutes of the 12th of July. Minutes 9th August 2023, these are believed to be factually correct, Cllr Powell requested the agenda was removed and only to minute the meeting was not quorate. Cllr Davies proposed, Cllr King seconded all Cllrs agreed to the planning minutes of 9th August 2023 with the amendment made.   * 1. Review of actions from previous minutes   4.2.1 All actions complete, updates to be given on village gateways and wi-fi in the meeting.   1. **COUNTY/DISTRICT COUNCILLOR REPORTS**    1. District Cllr Davies updated Cllrs on district matters. 2. **OPENING INCLUDING PUBLIC FORUM**    1. The member of the public discussed the land behind church meadows. 3. **ACTIONS & PROJECTS**    1. Village Gateways- To progress   6.1.1 Cllrs discussed how to progress with the village signs. Cllr Davies to write up full specification for signs, Cllr Jermyn to source three companies to quote.   1. **FINANCE**    1. Monthly Payments – Councillors to consider approval of monthly payments.   7.1.1 Cllr Jermyn proposed to approve the monthly payments, Cllr Booth seconded, all Cllrs agreed.   * 1. Bank Reconciliation - Councillors to consider approval of monthly bank reconciliation.      1. Cllr Jermyn proposed to approve the Bank Reconciliations, Cllr Davies seconded all Cllrs agreed.   2. Quarterly Bank Reconciliation- Councillors to consider approval of quarterly bank statement.      1. 8.3.1 Cllr proposed to approve the Quarterly Bank Reconciliations, Cllr Jermyn proposed, Cllr Davies seconded all Cllrs agreed.   3. Grant Application- Bumblebee Charity (IT Equipment)   8.4.1 The Parish Council received a request from Bumblebee charity for £3695.00 for new IT equipment. Cllrs discussed the request, and it was agreed to grant £500.00. Kirsty to contact Bumblebee to arrange BACS payment.   * 1. Approval of Electrical works to be carried out in barn.   8.5.1 Cllrs discussed the quotation received to carry out electrical works, which had been previously circulated. Cllr Powell proposed to approve the works, Cllr Davies seconded all Cllrs agreed.   * 1. Completion of external audit report.   8.6.1 Cllrs discussed the completion of the external audit. Cllr Jermyn proposed to approve the external audit, Cllr Davies seconded all Cllrs agreed.   1. **REPORTS FROM COMMITTEES AND RELEVANT GROUPS**    1. **TITHE BARN-**   9.1.1To discuss and agree daily rate.  Cllrs discussed the outgoings incurred by the barn. The insurance premium 23/24 is £23,500 and electricity cost are averaging £1,000 pm, Totalling an initial outlay of £35,000 pa. It was agreed that prices of hire needed to be increased as these had not been reviewed for some years. A previous report forwarded by Kirsty was discussed and reviewed prices were agreed.  Cllr Maxwell proposed to approve the reviewed prices, Cllr Jermyn seconded all Cllrs agreed. KW to produce new price list and circulate. Prices will be effective from 1st September 2023 for all new bookings.  9.1.2 To consider resident bar.  Cllrs discussed the proposal received from the chequers mobile bar to become the resident bar, it was agreed more investigation needs to be done around this, but Cllrs are happy for the chequers to be the Tithe Barn preferred supplier.  Cllr King advised that the community shop would be happy for us to spur of their wi-fi. It was agreed so long as the connectivity was suitable, we would then contribute £20.00 per month to the bill.  Cllr Jermyn proposed, Cllr Booth seconded all Cllrs agreed. Cllr Barber to set up wi-fi connection.   1. **TO AGREE TIME, DATE AND PLACE OF NEXT PARISH COUNCIL MEETING**    1. Wednesday 13th Sept 2023 in the Barley room at 7:30pm. 2. **ITEMS FOR NEXT MEETING**    1. Any items to be sent to clerk. 3. **AOB**   12.1 Cllr Jermyn asked Cllrs if they could help to deliver the parish leaflet.  12.2 Cllr Davies has been approached to attend a community energy initiative.  12.3 Cllr Booth asked the Cllrs if they would be happy for her to produce a leaflet, about the parish Cllrs and to include pictures. Cllr Booth also brought up the matter of the play area. After much discussion it was decided a letter will be created and circulated to Cllrs for a response to be sent to the PFMC.   1. **CLOSE OF MEETING**    1. Meeting closed at 21:08pm     Jenni King  Jenni King, Chairman, Sproughton Parish Council |  |
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