

# LIDGATE PARISH COUNCIL

Minutes of the meeting held on Thursday 6th July 2017

**Councillors present: Stuart Crosby (Vice-Chairman), Steve Child, Chris Stembridge and James Wreathall**

**Also present: Joanne Kirk (Clerk), County Councillor Mary Evans and 4 members the public**

**In the absence of the Chairman, Stuart Crosby chaired the meeting.**

## Open Forum

The following issues were raised during the Open Forum

- Fly tipping on The Belt
- The broken wall in the Churchyard. The churchyard was closed in 1893 but no one knows who owns it. The clerk agreed to contact Clive Pollington to see if he can find out anything via the Borough Council.

### 1. Acceptance of apologies for absence

John Whitefield, Chris Bliss and Sue Sage sent their apologies. Clive Pollington also sent his apologies.

### 2. Declaration of Interest in items on the agenda

No councillors declared an interest in any items on the agenda

### 3. Approval of minutes of the Annual Meeting of the Parish Council held on Thursday 11<sup>th</sup> May 2017

It was resolved that the minutes were correct. The Vice-Chairman then signed them.

### 4. County Councillors Report

Mary Evans spoke about the following:

- The current reorganisation of the Highways, which is causing a lot of certainty within the team.
- A funding advice session which will be held in Stansfield on 31st July.
- CAB in Haverhill is running a project to support older people and vulnerable families to help switch their energy supplier. They are also encouraging elderly or people with a medical condition to register with UK Power Network's priority list.
- Suffolk County Council's consultation for implementing the Learning Disability Strategy 'My life my future'.
- Following on from the recent tower block fire in London, the fire service is checking inside buildings to make sure they are safe.
- The Fit Villages project.

The Parish Council explained that it had been trying to set up a Fit Villages class in Lidgate since February but was struggling to find an instructor. Mary Evans asked to be copied in to any future emails to the Fit Villages Co-ordinator, Hollie Wood.

### 5. Borough Councillor's report

There will be consultation period from July until the end of August about the prospect of forming a unitary council with St Edmundsbury Borough Council and Forest Heath District Council.

### 6. Police issues

No Police issues were raised.

### 7. Update on list of actions agreed at the last meeting

There was one outstanding councillor action.

### 8. Finance

#### a) Approval of any payments and signing of Schedule of Payments

It was resolved that the following payments would be approved:

- J P Kirk expenses – LGA 1972, s111 – **£210.20**
- HMRC – PAYE - LGA 1972, s111 – **£16.42**

Steve Child and Chris Stembridge signed the Schedule of Payments. The Vice-Chairman countersigned it.

#### b) Approval of payments authorised between meetings

The following payment was authorised between meetings:

- 22/05/17 - LCPAS - 1/6 of cost of a data - protection course for clerk - **£5.00**

#### c) Payments made between meetings but previously authorised

Date	Minute reference	Details	Payment method	Amount

30/05/17	176/8g & h	J P Kirk - salary	Online	£94.58
30/06/17	176/8g & h	J P Kirk - salary	Online	£174.18

**d) Approval of the record of online payments made since the last meeting**

Steve Child checked and signed the record of online payments.

**e) Signatory to complete the checklist of Internal Controls**

Steve Child completed and signed the checklist of internal controls.

**f) Update on the Annual Audit 2017**

The accounts have been returned by the internal auditor Ian Radford. No issues were raised.

**g) Data protection training and registering with information commissioner**

The clerk attended data protection training in preparation for the new General Data Protection Regulation bill (GDPR) which is due to become law in May 2018. She explained how this would affect the Parish Council and the fact that new procedures will need to be introduced to ensure that the Act is complied with. The clerk also explained that the Council needs to register with the Information Commissioner at a cost of £35 a year. It was resolved that the clerk would be authorised to register with ICO on behalf of the Council and that an annual direct debit of £35 would be set up. Steve Child signed the direct debit form and agreed to pass it on for John Whitefield to sign as well.

**9. Planning**

There were no planning issues.

**10. Highways/Rights of Way/Tree Issues**

No issues were raised.

**11. Playing field issues**

**a) Play inspection reports**

The only finding in the June report was to remove weeds/vegetation from under the play equipment. This has already been done.

**12. Village issues**

**a) Possible Fit Villages course**

This item is ongoing. The difficulty at the moment is finding an instructor who is willing to travel to Lidgate in the evening.

**b) Update on the village project to purchase swings for the playing field**

The clerk agreed to contact Handmade Places to find out when the swings will be installed.

**c) Update on the fundraising for a defibrillator**

To date, the Parish Council has received a grant of £500, donations of £440 and pledges of a further £1,200 pledged. This leaves a shortfall of just £385.00. This includes the additional cost of purchasing an emergency phone as the mobile phone signal in Lidgate is so unreliable. It was resolved that an article would be included in the next newsletter requesting more donations and that the clerk would apply for a lottery grant as well.

**d) Review of the Emergency Plan and Emergency Plan leaflet**

Councillors distributed the Emergency Plan leaflets ready to be delivered to households in the village. It was resolved that discussion about the Emergency Plan would be postponed until the September meeting.

**13. Correspondence**

**a) Letter from MAGPAS requesting a donation**

It was resolved that no donation would be made.

**b) Letter from Alice Martin re tree warden scheme**

Steve Child agreed to pass on the letter to the current tree warden.

**c) Email from SEBC re the current consultation on the proposed merger of SEBC and FHDC**

The clerk agreed to forward the email on to councillors so that they can respond individually. She also agreed to send the information to the editor of the newsletter.

**There being no further business the meeting closed at 8.53pm.**

Signed ..... (Chairman) Dated .....