

MINUTES OF THE MEETING OF NEWBOURNE PARISH COUNCIL

Held on 5th January 2015

Present: Peter Waller (Chair), Jim Wicks, Michael Frost, Jan Carlton, Sue Pollard, Lionel Scott,

In attendance: Colin Moore (Clerk), 1 member of the public

Public question time. There being no questions from the public in attendance the Chair duly opened the meeting at 19.30 hrs.

1. **Apologies for absence:**, Carrie Risdale, Peter Smyth, Cllr Veronica Falconer, Cllr Patricia O'Brien
2. **Declarations of disclosable pecuniary interest:** None
3. **Minutes of the Parish Council Meeting 1st December 2014.** The minutes were **approved** without amendment and signed by the Chair.
4. **Suffolk Police update.** The December police report had not been received in time for the meeting and the Clerk undertook to distribute it when received.
5. **County and District councillor's reports.** In the absence of the County and District Councillors there were no matters to consider.
6. **Action points.** None outstanding
7. **Planning**
 - a) **DC/14/3656/PN3** – change of use of existing steel framed agricultural building into a dwelling. Walk Barn Farm, Woodbridge Road. The clerk reported that the application had been granted. **Noted.**
 - b) **DC/14/3777/OUT-** erection of dwelling and garage. Land at Virginia Nurseries Ltd, Mill Road. During discussion it was noted that the application was contrary to SP 28 'other village' constraints on development, may create an unwelcome precedent and could add pressure to the local infrastructure. However it was generally agreed that limited development in the village may add to its sustainability if limited in size and of sympathetic design. It was **agreed** that the parish council **recommend acceptance of the proposal** and the Clerk was asked to respond accordingly.
 - c) **DC/14/3832/FUL** – addition of small cubicle amenity block and sewerage pumping station to existing approved campsite location. Caravan Park, 10 Ipswich Road. No objection, proposal **noted.**
8. **Finance**
 - a) Clearance of cheques for payment. Payment of all pending expenditure transactions (list attached to these minutes) **agreed** and cheques signed.
 - b) Budget and quarterly reconciliation update. The clerk reported that there had been no unexpected items of expenditure. He also reported that the quarterly bank reconciliation had been carried out by the Chair. **Noted**

- c) Budget setting for 2015/16. The Chair referred to a paper prepared for the meeting (copy appended to these minutes), which outlined budgets and the options for funding. The budget allocation was reviewed line by line and agreed as a baseline for the forthcoming year.
- d) Automatic Precept Referendums – Consultation. The Chair explained that as a part of the Government’s consultation on the Council Grant settlement the issue of automatic precept referendums had been raised. The conduct of such local referendums would prove costly and an administrative overhead best avoided. He had prepared a response opposing this measure and it was agreed that the Chair’s paper be submitted to SALC for inclusion in their consolidated response (copy appended to these minutes).
- e) Establish precept for 2015/16. The options for funding were discussed and it was **agreed** that option 4, a precept requirement of £4162.68 (a £1050 increase on 2014/5) should be sought. This allowed forward part funding of the running costs for the Revelry play space amounting to £650 in total. The Chair and Clerk were thanked for their work in producing the budgets and funding options paper.

9. Clerks report and correspondence

- a) **Review of asset register.** The Clerk reported that he had reviewed the parish asset register and made three amendments. The Village Hall had been revalued for insurance purposes and two items of capital expenditure (the litter bin and signage for the Revelry) had been added. There were no asset disposals during the year. The report was **noted**.
- b) **Transparency Code.** Councillors had been provided with detail of the information which would be required to be published under the proposed transparency code. It was **noted** that the web site would need to be utilised for the future publication of information including parish accounts and audit reports. Further information would be available at the February meeting. The clerk’s report/update was **noted**.
- c) **Broadband enquiry.** The Clerk advised that he had researched the likely roll-out of faster broadband for the village and commented that BT were currently hopeful that the upgrade will be in place in about 6 months. **Noted**.
- d) **Suffolk Coastal Leisure Strategy.** The SCDC consultation on the draft strategy concludes in February and it was **agreed** that the parish would not be making a formal response.
- e) **Suffolk Coastal Area Action Plans Consultation.** The Clerk advised that he had a full set of documents should any councillor require access. The documents were also available on line. With Newbourne classified as an ‘other village’ it was unlikely that there was much to be added by the parish. **Noted**.
- f) **Additional information items**
 - a. **Election outcomes.** The Chair expressed concern that there might be a lack of parish councillors beyond the election in May given that there was an unfilled vacancy and the possibility that not all current councillors would be standing. He considered that there needed to be a publicity push to recruit others and that thought needed to be given to the way forward in the event of poor take-up of vacancies. It was **agreed** that the Chair and Clerk be authorised to consult with other authorities (County/District/Parish) to establish options for the February parish meeting.
 - b. **Transport consultation.** The Clerk advised that a consultation had been notified regarding an autumn tendering exercise for train services in the Anglia region. He proposed to circulate a request from SALC for support in retaining the Ipswich to Peterborough service. **Noted**
 - c. **Request for planning notifications.** A question was raised in the House which confirmed that District Councils had a duty to advise Parish Councils of the receipt of planning applications. Advice had been received from SALC that parishes should formally request this service although most were already well served. It was **agreed** that the clerk would write formally to SCDC.

10. Revelry – update on SCDC grant and forward funding policy.

The Clerk reported that the SCDC grant of £1000 for the Revelry had now been received. Thanks were due to Pete Smyth and Patricia O'Brien for their efforts in securing the grant which would now be applied to the Revelry reserve and running costs. The forward funding policy had been determined through the discussion in relation to the 15/16 precept and it was planned that at least 50% of the Revelry running costs would be forward funded through the precept each year. Further consideration would be given to fund raising at future meetings.

11. Web Site Update.

The Chair reported that the current Newsletter editorial team were considering the future of the Newsletter and giving serious consideration to ceasing production due to the lack of feedback and contributors. The invitation for them to attend the February meeting still stands. **Noted.**

12. Village Hall report.

Sue Pollard reported that the astronomical society (a regular booking for the village hall) had requested consideration of the provision of an observatory in the village hall grounds. They would fund it and also assist with the car park provision. (The car park provision is being actively pursued by the village hall committee and funding is being sought through SCDC.) Councillors agreed that they were supportive of the observatory proposition in principle, however details regarding planning and other issues were required before any firm view could be taken.

There being no further business the meeting closed at 21.30.

Chair, 2nd February 2014