

**DRAFT MINUTES OF A MEETING OF CONEY WESTON PARISH COUNCIL
HELD ON THURSDAY 2ND NOVEMBER 2017**

PRESENT: Councillors: B. Hogg (Chair), P. Clarke, D. Haycock, J. Ladell, C. Pelling, D. Stewardson, County Cllr. J. Spicer, Borough Cllr. A. Smith, R. Jay (Clerk). In attendance: five members of the public.

1. Apologies for absence: An apology from Cllr C. Flood was accepted.

2. Cllr. Hogg welcomed everyone to the meeting and confirmed that the scheme of public speaking was operative: A request to improve the control of vehicles speeds at Norwich Lane/Rushford Road junction was raised.

3. Declarations of interest: None.

4. The draft minutes of the meetings (7th Sept. and 2nd Oct) were approved. At this juncture Cllr Hogg wished to record a vote of thanks to all the volunteers, who recently cleared the playing-field boundaries and worked on the Bus-shelter to such good effect.

5.1 County Cllr's report: A Highways Engineer is now in post for this area; It was agreed to look again at appropriate measures to improve safety at the western boundary of the village following the latest traffic accident at the Norwich Lane cross-roads. The issue of overgrown hedgerows and the positions of the speed limit signs at this location will be addressed when a site meeting can be arranged to assess the problems and formulate a remedy.

The proposed cost saving measures to curtail subsidised school transport have been postponed, a revised consultation document will be issued. There are six pupils affected from this Parish who travel to Thurston; travel to Ixworth school is not affected.

The management of verges at specific locations in Rushford Rd and The Street will be progressed with the County Council. B H

5.2 Borough Cllr's report: Ownership of the vacant land between Nos. 2 and 3 Rushford rd. has been verified as in ownership of the borough Council; measures to tidy the frontage and include the plot on the routine care programme next year have been requested.

The amalgamation of Forest Heath with St Edmundsbury Council will be effective from the May 2019 local elections.

6. OPEN FORMAL MEETING: Matters arising for discussion (members reports/actions)

6.1 The Street surface dressing repairs: Completed and satisfactory, including the airfield rd.

6.2 it was reported that repairs to fence & footway on Thetford Rd bend are at the planning stage for inclusion in the 2018/19 work programme; If deterioration continues at present rate it was thought probable that remedial safety work will be needed before next year. BH

6.3 Unkept land on Rushford Rd: See item 5.2 above.

B. Hogg Chair

R. Jay Clerk

6.4 Allocation of funding for Defibrillator refresher training: It was resolved to organise a group training session for next April/May 2018 using our own resource (CD's and the resus dummies); additional funding was not identified. PC

6.5 Grass cutting & Strimming contract for 2018/19: Quotes were requested from four contractors; Two declined to quote. It was resolved to offer the work to the current operator, who is also the least expensive. Clerk to confirm acceptance of quotation. RJ

6.6 The General Data Protection Regulation (GDPR): It was resolved to hold a closed training meeting to assess the impact of the new legislation coming into force during May 2018.

Changes to operating procedures will be identified for later approval at a subsequent normal public meeting to ensure this council's compliance with the new legislation. CF & RJ

6.7 VAS sign: The possible re-location of the post close to Hall Farm may not be necessary; analysis from all four sites indicates a certain consistency of speed measurements month on month. It was resolved to continue to collect data from each location, publish the results on the website and seek police advice regarding calibration and subsequent enforcement action with their presence and equipment. CF, PC & CP

MATTERS FOR DECISION:

7.1 Use of cash from S106 fund: An estimate to repair, plus one to renew the village hall roof were noted; It was agreed that this work would be an appropriate use of section 106 money potentially benefitting all Parishoners. It was resolved to seek two additional estimates before any commitment to proceed is made. Working party: BH, DS, CF, JL.

7.2 No further action was agreed regarding the provision of adult exercise equipment until the item at 7.1 is resolved. Working party: BH, DS, CF, JL.

7.3 Planning: DC/17/1792 was approved at the last meeting, now awaiting Borough Council decision.

7.4 Emergency Plan: It was resolved to submit the final slimmed down version to the County co-ordinator for comment/advice. PC & CP.

7.5 Additional item: To consider purchase of a pavement sweeper using S106 funding. Concerns were expressed about pavement debris blocking kerb side drains coupled with the regular, but infrequent occasions of road sweeping events, it was resolved not to proceed with this suggestion.

FINANCE

8.1 To receive year to date finance report from RFO: Bank reconciliation confirmed that: -

Cash at bank = £10722

Budgeted expenditure allocated to 31 March 2018 = £4662

Forecast reserve (not allocated) = £6060

B. Hogg Chair

R. Jay Clerk

8.2 Cheques were authorised for signature as detailed below: -

- To SALC for training briefings on GDPR £52.80.
- Administration costs for Sep & Oct to clerk £22.52.
- To royal British Legion for Poppy Wreath £25.
- Travel cost to SALC training – Clerk £24.30
- Travel cost to SALC training – one Cllr £24.30

8.3 To consider the provisional operating budget for 2018/19.

After detailed analysis, discretionary items in boxes one, three and four of the precept claim are forecast to remain largely unchanged for the coming year. Office administration (salary, postage, telephone, office supplies.) were increased by £50 (1.9%). Certain other administration items within box three will be affected by: -

1. The introduction of a new audit regime for smaller councils (the nil cost service has been terminated).
2. Acquisitions and re-valuation of Council's assets (increased insurance costs).
3. Refunds for website support costs end this year (end of introductory relief).
4. New obligations introduced for General Data Protection compliance come into law on 25th May 2018

It was resolved to allow a further £864 in total for the above additional expected costs; Council expenditure is forecast to require a total precept of £6024 for the year commencing 1st April 2018, representing a 21.7% reduction on the current year. Any impact from the Chancellor's Autumn Statement can be taken into account when the budget is confirmed at the scheduled January Parish Council meeting.

9. There were no matters or correspondence for the attention of the council since publication of the agenda.

10. Date of the next meeting was confirmed as Thursday 4th January 2018.

There being no further business, the meeting was closed at 21:17hrs.

B. Hogg Chair

R. Jay Clerk