

Shimpling Parish Council

Agenda for Parish Council Meeting

Monday 16th March 2020

You are invited to attend a meeting of Shimpling Parish Council at 7.30pm at Shimpling Village Hall on Monday 16th March 2020

Members are summoned to attend the Meeting above to transact the following business. Members are respectfully reminded that each item on the Agenda should be carefully examined. If you have any interest, it must be duly declared.

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| 1 To receive and accept any apologies for absence | | 1 min |
| 2 Declaration of Members' Interest(s): | <ul style="list-style-type: none">• To receive disclosure of pecuniary and non-pecuniary interest(s) including gifts of hospitality in excess of £25• To consider requests for dispensation for the agenda item(s) under discussion | 2 mins |

Public Participation Session

This provides an opportunity for members of the public to raise questions about and comment on items on the agenda. Time for this session is limited to 15 minutes (5 minutes per person) unless extended with the prior permission of the Chair. Members of the public are reminded that the Council may not by law discuss or make any decisions on any matter which is not included on the present agenda. Issues outside the scope of the current agenda may be raised with the Council and where appropriate, it can be considered for the agenda of a future meeting. Whilst the Chair and Clerk prepare the meeting agendas together, the Clerk has the final discretion in law as to what is contained on the agenda for a meeting.

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| 3 Minutes | To Approve minutes of the meeting on 13 th January 2020 | 2 mins | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 Chair's Report | To receive the report from the Chair of the council | 5 mins | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 District Councillor's Report | To receive the District Councillors report | 10 mins | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 County Councillor's Report | To receive the County Councillors report | 5 mins | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 Crime Report | To receive an update on crime issues | 5 mins | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8 Public Transport | To receive an update on progress to improve or maintain transport services for the village | 5 mins | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9 Village Hall | a) To receive an update from representatives on the Village Hall Committee | 5 mins | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10 Responsible Finance Officer's Finance Report | <table border="0"><tr><td>a.</td><td>To receive and approve bi-monthly Financial Report and Cashbook statements and all related documents, to approve the bank reconciliation(s) and bank statements to date.</td><td></td></tr><tr><td>b.</td><td>To review forecast end of year figures</td><td></td></tr><tr><td>c.</td><td>To acknowledge payments made outside meeting</td><td></td></tr><tr><td></td><td>• SALC re Int Audit Trng Cse for Clerk... £19.20</td><td></td></tr><tr><td></td><td> LGA 1972 s 111 (ancillary Powers)</td><td></td></tr><tr><td></td><td>• Starboard Systems TA Scribe PC accounting service</td><td></td></tr><tr><td></td><td> £228.30</td><td></td></tr><tr><td></td><td> LGA 1972 s 111 (ancillary Powers)</td><td></td></tr><tr><td>d.</td><td>To consider the following items awaiting authorisation:</td><td></td></tr><tr><td></td><td>• Clerk's net salary after Tax</td><td style="text-align: right;">£298.72</td></tr><tr><td></td><td>• HMRC Tax payment</td><td style="text-align: right;">£74.60</td></tr><tr><td></td><td> LGA 1972 s 111 (ancillary Powers)</td><td></td></tr><tr><td></td><td>• Admin and Expenses payment</td><td style="text-align: right;">£35.10</td></tr><tr><td></td><td> LGA 1972 s 112 (Emp of Staff)</td><td></td></tr><tr><td></td><td>• Data Protection Fee</td><td style="text-align: right;">£40.00</td></tr></table> | a. | To receive and approve bi-monthly Financial Report and Cashbook statements and all related documents, to approve the bank reconciliation(s) and bank statements to date. | | b. | To review forecast end of year figures | | c. | To acknowledge payments made outside meeting | | | • SALC re Int Audit Trng Cse for Clerk... £19.20 | | | LGA 1972 s 111 (ancillary Powers) | | | • Starboard Systems TA Scribe PC accounting service | | | £228.30 | | | LGA 1972 s 111 (ancillary Powers) | | d. | To consider the following items awaiting authorisation: | | | • Clerk's net salary after Tax | £298.72 | | • HMRC Tax payment | £74.60 | | LGA 1972 s 111 (ancillary Powers) | | | • Admin and Expenses payment | £35.10 | | LGA 1972 s 112 (Emp of Staff) | | | • Data Protection Fee | £40.00 | 20 mins |
| a. | To receive and approve bi-monthly Financial Report and Cashbook statements and all related documents, to approve the bank reconciliation(s) and bank statements to date. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| | • SALC re Int Audit Trng Cse for Clerk... £19.20 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | LGA 1972 s 111 (ancillary Powers) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | • Starboard Systems TA Scribe PC accounting service | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | £228.30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| | • Clerk's net salary after Tax | £298.72 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | • HMRC Tax payment | £74.60 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| | LGA 1972 s 112 (Emp of Staff) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | • Data Protection Fee | £40.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

LGA 1972 s 111 (ancillary Powers)

- **S. Smith – Shimpling Newsletter** £470.00

LGA 1972 s142 (newsletters)

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| 11 Clerk's report (general) | a) Summary of progress: To consider clerks timesheet and approve payment | 5 Mins |
| 12 Community Assets | a) To consider and resolve to apply for the Bush Inn public House to be designated as a community asset. | 10 mins |
| 13 Planning | Planning Decisions
a) DC/19/05752 - Giffords Hall, Hartest Hill, Shimpling, Bury St Edmunds Suffolk IP29 4EX – Retention of erection of agricultural storage building - Approved
b) DC/19/05623 - Barn At Shimplingthorn, Old Rectory Lane, Shimpling, Bury St Edmunds Suffolk IP29 4HQ - Erection of storage barn
Planning Applications
c) None received
Joint Local Plan
d) To receive an update on Joint Local Plan and Engagement | 5 mins |
| 14 Co-option of new member of the council | To consider and vote on an applicant to be Co-opted onto the vacant seat on the Parish Council: Nathalie Brown | 10 mins |
| 15 Textile Bank | To discuss and resolve the acquisition of a Textile Bank to complement the existing Bottle and Paper recycling banks for the village | 5 mins |
| 16 Correspondence received | Mr Shayer regarding chair and trees. To acknowledge receipt.

Ms Squire – To consider her request for purchase and collection fees on further dog waste bin | 10 mins |
| 17 Urgent items to be brought to the attention of the Council | To consider any items not already within the agenda, or any items received after publication of the Agenda and before the date of meeting. | 5 mins |

Please note: The Parish Council are unable to make any formal recommendations or decisions, or to approve any expenditure on items raised under this item, unless failure to do so could result in placing persons or property at risk of injury or damage. In such circumstances they may exercise emergency powers to conclude a recommendation and action.

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Total **110 mins**

Stuart Palmer

Clerk to Shimpling Parish Council

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Filming

The Council, members of the public and the press may record, film, photograph or broadcast the meeting when the public and the press are not lawfully excluded. Any member of the public who attends a meeting and objects to being filmed in such a way should advise the Clerk who will instruct that they are not included in the recordings.

Anyone (including Councillors) wishing to record, film, photograph or broadcast the proceedings is expected to make their intentions known to the Clerk before the start of the meeting so that the Clerk can determine whether there is anyone who does not wish to be filmed etc in such a way in accordance with the above provision.

Commonly used Acronyms

Acronym	Meaning
SALC	Suffolk Association of Local Councils
SCC	Suffolk County Council
BDC	Babergh District Council
CAS	Community Association Suffolk
PC	Parish Council
PCSO	Police Community Support Officer
GDPR	General Data Protection Regulations
SID	Speed Indication Display
LPA	Local Planning Authority (BDC)
LGA	Local Government Act