

**Shimpling Parish Council**  
**Minutes of Meeting of the Council**  
**Monday 16<sup>th</sup> March 2020, 7.30pm in the Village Hall**

**Present:**

**Councillors:** Liz Brunwin (Chair), Katie Haselhurst, Mike Atkins, Colin Johnston,

**County Councillor:**                      **District Councillor:** Cllr Stephen Plumb

**Clerk:** Stuart Palmer

1. **Apologies for absence:** Gerry Shrimpton and Ken Rush, Cllr Michael Holt Cllr Richard Kemp, apologies received and accepted
2. **Declarations of Members Interest(s):**
  - a. **To receive disclosure of pecuniary and non-pecuniary interest(s) including gifts of hospitality in excess of £25:** None made
  - b. **To consider requests for dispensation for the agenda item(s) under discussion:** None disclosed

**Public Participation session**

Four members of the public (MOP) attended. Nothing raised

3. **Approval of minutes of the previous meeting:** Members agreed that minutes of the meeting held on 13<sup>th</sup> March 2020 were a true and accurate record. The minutes were duly signed by Chair of the meeting.

14. **Co-option of new council member** - Item 14 was taken out of order to allow Cllr Brown to join the meeting. One applicant came forward as a result of the advertised vacancy on the council. Nathalie Brown was then met by the Chair and Vice Chair of the Parish Council (PC) to give her information about the role and the PC. She sent in a letter of expression of interest and this was circulated to all members. As she was in attendance, members had a chance to ask her questions before a vote. Members then voted on the vacancy and Nathalie was voted onto the PC unanimously. Nathalie then joined the meeting.

4. **Chair's report:** The Chair of the PC gave the following report:
  - The Chair spent a morning attending a Parish Liaison Meeting in Ipswich run by Babergh and Midsuffolk Council
  - She dealt with several applications for the Councillor Vacancy and she and the Vice Chair met with a prospective candidate in February to give background information on the role.
  - The Chair wrote to the owner of the Bush Inn to advise of the possibility of the PC applying to register the Bush as an asset of community value.
  - With the help of the Clerk, the Chair dealt with correspondence from 3 parishioners regarding the consideration of installing another dog waste bin in the village as well as dealing with ongoing issues from a Halifax Place resident and Coronavirus concerns.
  - The Chair advertised and organised the Village Clean Up morning on 15<sup>th</sup> March and in particular her desire to arrange a clean of the bus shelter. She was delighted to report that the bus shelter has been jet washed and is looking much cleaner. She thanked Laurence Rooke, Ted Pine and Tim Salmon for their help with this. She also reported that a good number of residents turned out on the day which was heartening and gave thanks for their support.
  - The Chair has spent time in recent days preparing a Coronavirus strategy which was discussed later in meeting.
5. **District Councillors report:** Cllr Stephen Plumb gave the following update:
  - A briefing note was published by the District council on the 2<sup>nd</sup> Tuesday of the month and is available to the clerk.
  - The planning department won Silver award in a national award on planning.
  - The District Council's budget was approved with a £5 increase for a Band D property.

- The Cabinet approved further help for business rate payers
- Due to the coronavirus measures, it is possible that many council offices will have to close and many meetings will and are being cancelled.

6. **County Councillors report:** Cllr Richard Kemp was unable to attend. His full report was sent to all members before the meeting and delivered by the Clerk

- 10<sup>th</sup> January full consultation on future of Children’s centres launched by SCC.
- A report into the implementation of the School Travel Policy has been published.
- SCC will introduce a permit scheme for roadworks.
- Ipswich Northern Route project is recommended to cease.
- SCC have issued school crossing patrols with body cameras to reduce abuse from motorists.

7. **Crime matters;** The new county wide newsletter available was dated February and is available online: <https://www.suffolk.police.uk/your-area/snt-newsletters>

There is an opportunity to receive crime information via Police Connect. Go to [www.suffolk.police.uk/services/police-connect](http://www.suffolk.police.uk/services/police-connect) and register.

The Clerk read out some highlights but they did not impact on Shimpling.

8. **Public Transport:** The reinstated service is being well supported by the village. New timings come into place on 1<sup>st</sup> April. Concern was raised about a drop off of use during the COVID19 measures being put in place and it was suggested the PC write to Chambers pointing out the situation.

**Action: Clerk to write to Chambers regarding any reduction in use during COVID19 measures.**

9. **Village Hall**

- **Village Hall Committee** – One member fed back points from the recent Village Hall Committee meeting: The VHC are still looking for a Treasurer to take over. Bookings remain at a reasonable level and efforts continue to encourage use of the hall. Several future events are planned although COVID19 measures may impact on these.

10. **Responsible Finance Officer’s Finance Report:**

10a) The Clerk and RFO gave the following update to the meeting with balances as follows:

Treasurers Account £3945.68  
 Business Account £8222.21  
 Including CIL of £2952

10b) After this month’s payments it is likely that we will have an under spend at the end of the financial year in the region of £3000. This is largely due to efficiencies such as a £700 saving on insurance by combining policies and being able to use £720 of CIL money to repair the playground rather than use the £500 budgeted as well as spending only £200 on VH maintenance instead of the budgeted £1000 due to a local provider doing the work at cost. The PC also received £560 from recycling revenue, which is not included in the budget as it is a completely unknown income. This does mean that we will be able to return the excess to general reserves which the Clerk had warned were worryingly low.

The Clerk offered to take questions on finances but there were none.

10c) 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)

10d) The following accounts were approved for payment:

• 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
Members agreed to sign up to an annual Direct Debit and save £5 so the fee will be £35 per year.	
LGA 1972 s 111 (ancillary Powers)	
• S. Smith – Shimpling Newsletter	£470.00
LGA 1972 s142 (newsletters)	
Babergh District Council - Village Hall Rates	£55.04

The above payment schedule was approved by members.

11. **Clerks Report:** A full copy of the Clerk's report was circulated to members prior to the meeting. The following matters were considered for resolution:

**Summary of Progress:** During this period (Jan-Mar) I have worked within the given time frame of 4hrs per week. This is despite spending roughly 8 hours training and setting up a new accounting system.

**Scribe Accounting Software:** Following difficulties with the existing book keeping spreadsheet and a wish to improve reporting and usability of the accounts, it was agreed to move to the Scribe Accounting Service. This is an online, server and portal-based system set up by ex RFO and used by many Parish and Town Councils. Following a successful demo to the Clerk/RFO and Vice Chair, a 15-month contract was negotiated. This will allow 2 full sets of accounts to be prepared before we review whether to continue use. The Clerk/RFO was trained in its use and created this year's accounts on the system. Until 31/3, he will continue to update both the spreadsheet and new system in case of any 'teething problems'.

**Wifi for Village Hall** – Following the addition of a post box to the Village Hall, Royal Mail have now allocated a post code to the hall on its database. This was an important step to enable a Fibre/Broadband connection to be found for the hall. A company has been asked to provide a quote for supplying the hall.

**May meetings** – It is proposed that the May annual meetings on 11th May be combined with the May normal business meeting on 18th May to save costs. This was agreed by the council subject to any emergency measures brought about by COVID19 measures.

Other updates covered elsewhere in the meeting.

## 12. Community Assets:

The Chair reported that she had written to the owner of the Bush Inn without response. The Vice Chair reported that she had left two messages on the voicemail of his mobile. Members thought it would have been preferable to consult with the owner before moving forward but this is not absolutely essential. After much discussion, members agreed to move to the next stage to make the application and continue to try to reach the owner while that process goes on.

**Action: Clerk to start the application process to identify the Bush Inn PH as an Asset of Community Value.**

## 13. Planning:

The Clerk gave an update on planning applications:

Planning Decisions

- DC/19/05752 - Giffords Hall, Hartest Hill, Shimpling, Bury St Edmunds Suffolk IP29 4EX – Retention of erection of agricultural storage building - Approved
- DC/19/05623 - Barn At Shimplingthorn, Old Rectory Lane, Shimpling, Bury St Edmunds Suffolk IP29 4HQ - Erection of storage barn. - Approved
- Planning Applications – None received
- Joint Local Plan

One member stated that the further response from BDC had been very misleading and he had drafted a further response. He stated that the two village green areas had been deleted from the Joint Local Plan and is concerned to get them re-designated in the plan.

The draft response was discussed and agreed with minor amendments to language.

**Action: Clerk to liaise with Cllr Johnston to write again to BDC re the lack of detail on green space in the proposed Local Plan.**

14. Co-option of new member of Parish Council.  
See above

#### **15. Textile Bank**

Enquiries on the origin of the recycling banks and land they are sited on have proved fruitless. It is likely that this is part of the highway. Members agreed to proceed to establish a Textile Bank next to the two existing banks and apply retrospectively for the existing two at the same time as applying for the Textile Bank

**Action: Clerk to apply for a textile Bank on the site and complete outstanding forms for initial two banks.**

16. **Correspondence Received:** Three letters received are reported above in the Chair's report and at 17. It was agreed to go ahead and purchase a further dog waste bin and a rough cost of £200 and a further £35 per year for emptying on top of the existing £40 per year.

#### **17. Urgent Matters to be brought to the attention of the council**

The Chair set out her COVID-19 strategy for the village that was discussed. The strategy ensures that volunteers support anyone who is isolated in the village without family or friends support. A leaflet drop was authorised to let people know of the strategy and support being offered.

#### **Public Participation**

The Chair opened up the meeting for public participation again. One member of public asked if the money raised from the Textile Bank would be for Charity. The PC have not explored what income will be derived from it or where it would be going. One member of the public asked for efforts to be made to ensure villagers are not isolated during COVID-19

**There being no further business the meeting concluded at 9. 05 pm.**

## About Community Right to Bid

The 'Assets of Community Value' / 'Community Right to Bid' scheme was introduced by the Government in the Localism Act 2011 and came into force in September 2012.

The aim of the Right is to give community groups time to make realistic bids to buy land or buildings that are of importance to the local community when they come up for sale.

Under the Community Right to Bid, community groups are able to nominate non-residential buildings or land within their communities as 'assets of community value' which cannot be sold without the community group being given the opportunity to put together a bid to purchase the asset.

### What types of land or building can be nominated?

A building or other land is an asset of community value if its main use has recently been or is presently used to further the social wellbeing or social interests of the local community and could do so in the future. The Localism Act states that 'social interests' include cultural, recreational and sporting interests. The regulations list a number of situations where land or buildings are exempted from inclusion on the list or operation of the moratorium. These include homes, hotels, assets being transferred between kindred businesses, and Church of England land holdings. It is expected that the Community Right to Bid could be used to nominate land and buildings such as village shops, public houses, former schools, swimming pools and public open space. These might currently be owned by the local authority or another public body, but they could also be owned by a private company or an individual.

### Who can submit nominations?

A number of community organisations can nominate land and buildings for inclusion on the list: parish councils, neighbourhood forums (as defined in neighbourhood planning regulations), unconstituted community groups of at least 21 members, not-for-private-profit organisations (e.g. charities). The full detail of eligible groups is available in regulations 4, 5 and 12 of the Assets of Community Value regulations.

### How do I submit a nomination?

The Nomination Form for listing as an Asset of Community Value can be completed online from our [Nomination Form page](#).

### What happens once a nomination has been received?

Once a nomination has been received, the Council has eight weeks in which to consider it and reach a decision on whether or not it is valid and a listing should be made. The Council will tell the owners and occupiers of the property when they receive a nomination. If the nomination meets the Government's requirements, it will be included on a list of assets of community value for five years and recorded as a local land charge. The owners and occupiers of the asset will also be informed. If the nomination does not meet the criteria, it will be included on a list of unsuccessful nominations and the owners and occupiers will be informed. If a nomination is unsuccessful, the council will write to the nominator giving reasons why.

[A list of successful and unsuccessful nominations can be viewed](#)

## **What can property owners do if they are unhappy about their property being listed?**

Property owners can request a review of the listing of their asset. This can be done by writing to the Council's Legal Services Corporate Manager at the address above. The review will look at whether the asset should be removed from the list of assets of community value or remain.

## **What happens when the listed asset comes up for sale?**

If the owner of a listed asset wants to sell it they must inform the local authority of their intention to do so in writing (unless it falls into one of the excluded categories). The council will then write to the community group who listed the asset to inform them that it is coming up for sale, and that an interim moratorium period of 6 weeks has been triggered, and invite them or any other eligible community interest group to make an expression of interest in bidding during this 6 weeks.

If no expressions of interest are received, the asset owner can go ahead with selling it after the 6 weeks has ended. If an expression of interest is received, the council will then extend the moratorium period to a total of 6 months from when the owner gave notice of their intention to sell. The owner cannot conclude a sale of their property unless it is an exempt disposal, or the disposal is to an eligible community group.

The Community Right to Bid does not give a right of first refusal to community groups to buy a listed asset. And at the end of the moratorium period the owner can sell the asset for whatever price they wish to whoever they want. What the scheme does do, however, is that it provides a window of time for community groups to pull together the funding necessary to bid to buy the asset on the open market.

## **Where can I find out more information?**

The [My Community Rights website](#) is recommended for all round advice and guidance on all the Community Rights. It has information on Funding and other sources of Support.

The other links below are for:

[Assets of Community Value Regulations 2012](#)

[The Localism Act Part 5 Chapter 3 Assets of Community Value](#)

[Non-Statutory Advice Note for Local Authorities](#)

### **In this section**

- [About Community Right to Bid](#)
- [About Community Right to Challenge](#)
- [Assets of Community Value Lists](#)
- [Neighbourhood Plans](#)
- [Nomination Form](#)

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