

SAXTEAD PARISH COUNCIL

Minutes of the Meeting of Saxtead Parish Council

Held on Thursday 22nd January 2015 at Foxearth Lodge.

Present: Chairman Cllr. Mr .G. Cullingford. Vice Chairman. Cllr. K. Davis.
Cllr.G.Ward

Parish Clerk/RFO. Brian Farquhar

There were no members of the public present.

1.Appologies. Cllr.Handley. SNT. Framlingham.

2.Declaration of Interest on Agenda items/Register of Members Interests.

There were no declarations of interest neither were there any amendments to the Register of Members Interest

1. Reports.

2. a, County Councillor Burroughes. There was no report received

3. b. There were no reports received from District Councillors. C. Hudson or C. Walker.

4. c. **SNT**. Received and circulated to all, At this point Cllr.Ward summarised his report(Neighbourhood Watch) which had been circulated to all members stating also that he attended the meeting on the 14th January, at Hacheston with SNT and others.

i. For public interest all reports are available from the Clerk.

4.Minutes of Meeting.27th November 2014. Were proposed, seconded and agreed.

5. Matters arising from those minutes. The chairman provided an update to members on the toilet situation on the A1120 following on from my letter to Mr. Gallagher. SCDC are to carry out a review of all toilets. Since the last meeting in November rubbish had been dumped by the toilets. In conversation with Bidwells over The Green it would seem that nothing much has changed.

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Chairman stated that the dog bin will be sited about a metre from the road by the bench on Little Garth, the bin is due to be delivered next week. The clerk was asked by members to contact SCDC planning to see if any application had been received with regard to the removal and chopping down of trees at the Old Post Office or any other action.

6.a. Planning Applications received since last meeting.

There were no PA's received since the last meeting.

b. Feedback planning permissions. granted/refused/withdrawn

None.

7. Finance,

Barclays Bank. Current Acct.00786527.	£4801.48	02.01.15
Instant Access Saver.	£294.91	02.01.15
Total Funds prior to meeting.	£5096.39	

Reserves held 50% to 100% of precept(precept £3500)£1596.39

Authorisation for payment.

a. Clerk Salary. 27 th Nov 2014/22.Jan '15 . Inv.004.	£288.00
Thorndon/Saxtead. 10 miles @40.p.m. X 2 .22.01.15	£8.00
Sal/Expenses due.	£296.00

Mrs.G.Ward. 22.01.15

Donation to Village for Christmas Celebrations £33.46

Cheques issued and signed by Cllr's.Cullingford and Davis. 22.01.15

All finance items proposed,seconded and agreed.

8.Clerk Report.

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a.Standing Orders.. Amended at Item 1 to now show "Recording allowed"

b.Item W. Amend meeting time down from 3 hours to 2. The Standing Orders have been amended accordingly and clerk request that all members amend their copy.

- i. **c.Raising of Clerks contract model 2009.**/Hourly increase from 1st April 2015
- ii. Clerk advised members that the new NJC scale gives hourly paid clerk's a minimum increase of 2% for this coming financial year. Clerk also reminded members that he has no contract of employment. Members will discuss and advise the clerk at the next meeting.
- i. **d. Budget Forecast.** Precept 2015/16. For approval. The precept budget was presented to members for the coming financial year for £3457.48. This figure had already been circulated prior to the meeting with a full report including how it was arrived at for the coming financial year. It was duly proposed,seconded and agreed that this figure should be presented to SCDC as Saxtead's precept figure for the year 2015/16.
- ii. **e.Clerks Election Briefing.SALC 20/01/15**
- iii. Clerk advised members that he had attended the Election Briefing held at the SALC offices. A full timetable of events was presented to clerks and a discussion ensued during which time we were able to ascertain that there would be no changes to the procedures and that they would be the same as the last election year. All cllrs. present

were advised of the timetable of events.

Correspondence sent/received since last official meeting 27.11.14

9.1 Sent.

Mr.D.Gallagher./SCC.Toilet Facilities A1120.

9.2.Received.

CAS-Zurich Insurance. Policy from 01.10.14 to 30.09.15

1. 10.Meetings Attended/Items for further discussion

2.

3.

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4. a. Chairman method of advertising for parish council elections May 7th 2015. It was agreed during discussion that the publication Fram Fare should be used to place an advertisement specifically for Saxtead and the recruitment of suitable persons as councillors. It was further agreed that the clerk should in conjunction with the chairman draw up an editorial to be used. This would also refer to the notice board and any other suitable advertising place that may become available. The clerk will use what advertising is available as the other parish/towns council's are able to use with permission of SALC.
5. 11. **AOB at the discretion of the Chairman.** On discussing the date of the next meeting on the 26th March and as this item could not be carried to the next meeting it was agreed that for this year only the Annual Parish Meeting will be held on a separate date to the AGM. The reason for this is due to the very heavy schedule that will follow the end of March (year end accounts) and the time scale of events surrounding the elections and the Annual Return needed by the external auditor no later than the 30th June, it will allow the AGM to be held after the elections on the 21st May and allow the clerk sufficient time to organise all the paperwork for the newly elected

councillors, and also have sufficient time to finalise all the accounts work needed for the Annual Return. It was suggested by the clerk that the members should ask the Foxearth Lodge Management if they would like a donation maybe at Christmas time towards their staff party, the reason for this is that they have not sent us a bill for the use of the Training Room, clerk to contact.

12. Date(s) of next meeting. 26th March, 21st May (APM/AGM)to include parish council elections for the period May 2015 to May 2019.

Signed. Mr. G.

Cullingford.....Chairman

Date 26th March 2015

SAXTEAD PARISH COUNCIL

Brian Farquhar. Clerk/RFO to SAXTEAD PARISH COUNCIL

14.Fen View.

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