

FRESTON PARISH COUNCIL

Chairman: Henry Stogdon

Clerk: Jo Hazlewood – frestonpcclerk@gmail.com

Minutes of **Freston Parish Council** meeting held on 29th September 2022 at 7.00 p.m. at Freston Village Hall.

Present: Cllr Henry Stogdon, Cllr Vanessa Penn, Cllr Russell Ross-Smith

In Attendance: Jo Hazlewood (Clerk) and 1 member of the public

1.	<p>The Chairman welcomed everyone to the meeting</p> <p>Apologies for Absence: Apologies were received from Cllr G. Stronach due to work commitments Apologies were also received from District Cllr Jane Gould and County Councillor Simon Harley</p>	
2.	<p>Declarations of pecuniary and local non-pecuniary interest</p> <p>2.01 Councillors were invited to declare any pecuniary or non-pecuniary interests relevant to the Agenda – no declarations were received</p> <p>2.02 No requests for dispensation were received.</p>	
3.	<p>Public Forum:</p> <p>3.01 To receive reports for information from District and County Councillors. Reports had been circulated from the District and County Councillors and were noted by councillors.</p> <p>3.02 To receive questions and matters of concern from members of the public. The member of the public raised the concern about the bus and the campervan in the layby below Monkey Lodge and was informed that the police and highways had been contacted (see 5.01). Ensuring residents received news was also discussed including the merits and disadvantages of social media and the Freston WhatsApp chat. It was agreed to revive the regular newsletters to be delivered to all houses, which would include Freston events and news as well as Parish Council news.</p> <p>The recent issues with Freston Boot were also raised – (see 6.03)</p>	
4.	<p>To consider and approve the minutes of the Parish Council Meeting held on 12th August 2022. The minutes of the meeting held on 12th August were agreed to be a true record of the meeting and were duly signed by the Chairman.</p>	
5.	<p>Business remaining from previous meetings and ongoing projects:</p> <p>5.01: The Clerk had contacted the police re the bus and the campervan. The police had visited the site and reported that the gentleman owning the campervan was looking for alternative accommodation and other agencies were involved with his search. The campervan was taxed and insured but had no current MOT. The police were trying to locate the owner of the bus, but the Clerk has not had a recent update. The Clerk had also written to Highways to ask if a “No overnight parking” sign might be installed. The police said there were no current restrictions on parking in the laybys. The Clerk will contact the police for an update.</p> <p>5.02: To receive an update on the application for seeds and hedging as part of Babergh’s biodiversity project: it was agreed that there was no requirement for additional seeds and hedging at the moment.</p>	Clerk

	<p>5.03: It was agreed to proceed with the purchase of a defibrillator. Cllr Stogdon agreed to contact The Freston Boot to check they are still willing to have it sited at the Boot and new grant applications will need to be submitted. The Clerk will determine the current cost of defibrillators and the attendant running costs.</p>	Cllr Stogdon Clerk																											
6.	<p>Administration Matters and new items for consideration:</p> <p>6.01: The Financial Regulations for the Council had been circulated prior to the meeting and it was agreed to adopt the reviewed regulations</p> <p>6.02: To consider the draft Grants Policy. A draft grants policy had been circulated but, following a discussion, it was agreed that this policy was not currently necessary for Freston PC.</p> <p>6.03: The recent issues raised by residents concerning late night noise, from the Freston Boot were discussed. It was considered to be a management problem and it was agreed that there was little further that the Parish Council could do within their remit.</p> <p>6.04: The contents of the Clerk's report were noted</p>																												
7.	<p>Finance Matters:</p> <p>7.01: To receive an update on the new bank account the forms had all been submitted and the account is being processed. Cllr Stogdon reported it could take a further 2 weeks.</p> <p>7.02: To confirm the signatories for the bank account: three signatories were agreed: Cllr Stogdon, Cllr Ross-Smith and the Clerk.</p> <p>7.03: SALC had advised that it was best to avoid, where possible, councillors paying council invoices and being reimbursed, but it was recognised that this had been necessary for the website and grass cutting.</p> <p>7.04: Three quotations for insurance had been circulated prior to the meeting and It was agreed to accept the insurance quote from Zurich. This will be put in place as soon as the bank account was active.</p> <p>7.05: The contents of the letter inviting councils to opt out of the SAAA central external auditor appointment arrangements were noted and Councillors agreed not to opt out of the central procurement process.</p> <p>7.06: It was agreed to continue to use the payroll service at SALC and it was noted that the clerk needs to re-register Freston Parish Council with HMRC</p> <p>7.07: To consider and approve the following outstanding payments (to be actioned as soon as the new bank account is operational):</p> <table border="1"> <tr> <td>1.</td> <td>Clerk – to agree back payment of hours from March 2022 16 hours @ £10.42 per hour</td> <td>£ 166.72*</td> </tr> <tr> <td></td> <td>August & September salary payments 20 hours @ £10.42 per hour</td> <td>£ 208;40*</td> </tr> <tr> <td>2.</td> <td>SALC – subscription 2022/23</td> <td>£ 143.80</td> </tr> <tr> <td>3.</td> <td>SALC – payroll services for 2021/22</td> <td>£ 36.00</td> </tr> <tr> <td>4.</td> <td>H. Stogdon – reimbursement for grass cutting payment</td> <td>£ 250.00</td> </tr> <tr> <td>5.</td> <td>R. Ross-Smith – reimbursement for web hosting</td> <td>£ 60.00</td> </tr> <tr> <td>6.</td> <td>Village Hall – hire charges for 21/22</td> <td>£ 20.00</td> </tr> <tr> <td>7.</td> <td>Insurance premium (dependent upon insurance policy agreed) tbc</td> <td></td> </tr> <tr> <td>8.</td> <td>ICO – Data protection registration due to be paid by DD</td> <td>£ 35.00</td> </tr> </table> <p>*These figures will include the amount payable to HMRC, which will be calculated by SALC payroll.</p> <p>It was agreed that these payments should be made as soon as possible. The Clerk would contact ICO to notify them of the change of bank details.</p> <p>7.08: Councillors noted that the 2nd half of the precept will be paid as soon as details of the new bank account are forwarded to Babergh DC.</p>	1.	Clerk – to agree back payment of hours from March 2022 16 hours @ £10.42 per hour	£ 166.72*		August & September salary payments 20 hours @ £10.42 per hour	£ 208;40*	2.	SALC – subscription 2022/23	£ 143.80	3.	SALC – payroll services for 2021/22	£ 36.00	4.	H. Stogdon – reimbursement for grass cutting payment	£ 250.00	5.	R. Ross-Smith – reimbursement for web hosting	£ 60.00	6.	Village Hall – hire charges for 21/22	£ 20.00	7.	Insurance premium (dependent upon insurance policy agreed) tbc		8.	ICO – Data protection registration due to be paid by DD	£ 35.00	Clerk
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8	Planning Matters																												

	<p>8.01 To receive an update on the planning applications previously considered: DC/22/03739: Proposal: Householder Application - Erection of first floor side extension over existing ground floor extension and repair works Location: 1 Hillside Cottages, Freston Hill, Freston, Ipswich Suffolk IP9 1AA: Application granted</p> <p>8.02: To consider new planning applications received DC/22/04288 Proposal: Householder Application - Conversion of outbuilding into an annexe for ancillary family use, including roof mounted PV solar panels, air source heat pump and external alterations (following demolition of chimney). Location: Linden House, The Street, Freston, Ipswich Suffolk IP9 1AH Awaiting Decision</p>	
10.	<p>Councillors' Reports: There were no reports from Councillors</p>	
11	<p>To consider items to be included in the next Agenda: the clerk was asked to invite Revd Jenny Seggar to the next meeting.</p>	Clerk
12	<p>Dates of future Parish Council Meetings: 12.01: To set the date of the next Parish Council Meeting: the next meeting will be held on Tuesday 22nd November 2022 at 7.00 p.m. 12.02: To consider holding an Annual Parish Meeting in accordance with LGA 1972, s.9(1). It was agreed to postpone this until next Spring.</p>	

The meeting finished at 20.05 p.m.

Henry Stogdon

Signed
22nd November 2022

Date.....

These minutes were signed by the Chairman at the meeting of 22nd November. The original signed copy is held by the Clerk.