

# Freston Parish Council

Chairman: Cllr Henry Stogdon

Parish Clerk: Mrs Jill Davis e-mail: [FrestonPCClerk@gmail.com](mailto:FrestonPCClerk@gmail.com) or Tel: 07984733352

## MINUTES of THE MEETING OF FRESTON PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY 22<sup>ND</sup> JUNE 2021 AT 7.00PM.

**Present:** Councillors H Stogdon, G Stronach and R Ross-Smith (Captain Retired)

**Parish Clerk:** Jill Davis


**Public:** 0

**Babergh and Suffolk Councillors:** None in attendance

**Abbreviations:** **Cllr:** Councillor. **PC:** Parish Council. **BDC:** Babergh District Council. **SCC:** Suffolk County Council. **B/MSDCs:** Babergh /Mid Suffolk District Councils. **CAS:** Community Action Suffolk. **PMBMCIC:** Pin Mill Bay Management Community Interest Company. **SALC:** Suffolk Association of Local Councils. **LCPAS:** Local Council Public Advisory Service **CEP:** Community Emergency Plan. **VDF:** Village Development Framework. **RoW:** Rights of Way. **TAG:** Tourism Action Group. **AONB:** Area of Outstanding Natural Beauty.

The Council and members of the public were reminded by notice and by the Chairman that they may record/film/photograph or broadcast the meeting when the public and the press were not lawfully excluded. This does not extend to live verbal commentary

1. **Welcome by the Chairman:**
  - 1.a **Risk assessment to consider approving**  
The Chairman opened the meeting at 7.00pm – and welcomed everyone.  
The members approved the Covid – 19 Risk Assessment
2. **Apologies for absence:** to receive and consider apologies  
Cllr Penn – Working – Her apology was noted  
SCCllr Harley and DCllr Gould – both apologies noted.
3. **Dispensations:** to consider requests  
No dispensations requested  
**Declarations of Interest** to receive Pecuniary and Non-Pecuniary Interests from Cllrs on items to be considered at this meeting.  
No declarations of Interests offered.
4. **Minutes of the Meeting:** to agree minutes of the meeting held on **26<sup>th</sup> of April 2021.**  
The members approved for the minutes to be signed. The Chairman signed the minutes
5. **Minutes of the Annual Meeting:** to agree minutes of the meeting held on **6<sup>th</sup> of May 2021**  
The members approved for the minutes to be signed. The Chairman signed the minutes
6. **Public Participation Session:** for the public to talk to Cllrs about items on the agenda **AND** to receive **Reports** (if available) from:
  - a) **County Councillor:**  
The reports for May and June have been circulated to the members and uploaded to the website. Cllr Harley not in attendance
  - b) **District Councillors:**  
The reports for May and June reports have been circulated to members and uploaded to the members. Cllr Gould not in attendance
7. **Clerks Report:** and to consider any action necessary  
No items
8. **Correspondence:** to take any action deemed necessary on correspondence received  
No items
9. **Administration and Finance:**
  - 9.a **To inform the members of SCC Highways – Reporting of T-Junction The Street – 00322206 works have now been approved.**  
Parish Clerk informed the members that the requested works have been approved and will take upto 14 weeks to action.
  - 9.b **To inform the members that the Annual Review from HSBC has been completed and acknowledged.**  
Parish Clerk informed the members that HSBC has requested further action since the agenda was published. Parish Clerk will action before the 30<sup>th</sup> June 2021.
  - 9.c **To update members with the Bank Account Balances upto 30<sup>th</sup> April 2021**  
Parish Clerk minuted that the Bank Statements have been circulated to the members.
  - 9.d **To update the members concerning the cheque signatory (Cllr Stogdon)**

  
 12/8/2021

Cllr Stogdon informed the members that he was still chasing with HSBC Bank. He would update the members once he received a reply from the bank.

**9.e To update the members concerning the Freston Bus Stop**

Parish Clerk informed the members that SCCllr Harley has been informed of the situation and will chase with SCC Highways.

**9.f To update members concerning the Parish Councillor Vacancy**

Cllr Stogdon informed the members that no one at the moment was interested in the vacancies

**9.g To update members concerning the Parish Clerk vacancy**

Cllr Stogdon informed the members that two parish clerks were interested in the vacancy and he would organise further conversations with both interested clerks.

**9.h For members to consider/discuss the newsletter (Cllr Penn)**

This item was deferred

**9.i To update members concerning the Defib**

Parish Clerk informed the members that all the grant offers have expired and will need to be applied for again. The company that will supply the Defib are still wanting to support the Parish Council. Parish Clerk confirmed that all the information will be given to the Chairman

**9.j For members to consider the part purchase of a Water Carrier for the Parish**

This item was withdrawn

**9.k For members to finalise the Summer Event**

This item was deferred

**9.l To update members concerning the Community Payback Team**

Parish Clerk informed the members that there is no update from the team

**9.m For members to consider contacting the Sicon Foundation to support with Litter Picking**

Cllr Stogdon offered to contact the Sicon Foundation to organise a litter pick. Members approved.

**9.n Draft Minutes from the Babergh Forum Meeting**

Draft minutes circulated to members

**9.o For members to consider attending the Babergh Forum Meeting on Thursday the 9<sup>th</sup> September**

No members able to attend

**9.p For members to consider attending the SALC AGM Thursday 29<sup>th</sup> July 2021 Thursday 7pm**

Cllrs Stogdon and Stronach to attend. Parish Clerk to action.

**9.q To update members with the Bank Balances 31/05/2021**

To formally minute that the Bank Statements for May 2021 have been circulated to the members.

**10. Planning Matters:**

**10.a Discharge of Conditions:**

Application for DC/20/01080

Conditions 3 (Materials) Condition 4 (Landscaping Scheme) Condition 7 (EPS – Licence for Bats) Condition 8 (Biodiversity Enhancement Strategy) Condition 10 (Land Contamination)

The Forge, Freston Hill, Ipswich, Suffolk. IP9 1AB

No comments from the members

**10.b Notice of Babergh and Mid Suffolk Joint Local Plan - Notice of Commencement (Regulation 24)**

No comments from the members

**11. Annual Account 2020-2021 (Annual Return): to approve**

**11.a To update the members with the 2020 -2021 End of Year Information**

The Parish Clerk informed the members that all the applicable documents will be uploaded to the website and placed onto the noticeboards. Also, the Certificate of Exemption will be emailed and all other ends of year information will be actioned before the 30<sup>th</sup> June 2021

**11.b For members to consider approving the 2020 – 2021 Certificate of Exemption Chairman and RFO to Sign**

The members approved for the Certificate of Exemption to be signed by the Chairman and RFO. The Chairman and RFO signed the document.

**11.c For members to consider approving the 2020 – 2021 Bank Reconciliation.**

The members approved the Bank Reconciliation for 2020 -2021

**11.d For members to consider approving the 2020 – 2021 Section 1 Annual Governance Statement. Chairman and RFO to Sign**

The members approved for Section 1 to be signed by the Chairman and the RFO. The Chairman and RFO signed the document

**11.e For members to consider approving the 2020– 2021 Section 2 Accounting Statements. Chairman and RFO to Sign**

The members approved for Section 2 to be signed by the Chairman and the RFO. The Chairman and RFO signed the document.

**11.f To update the members with the 2020-2021 Budget Actual**

Parish Clerk updated the members with the end of year actuals for 2020 -2021

JS  
12/8/2022

**11.g To inform members that PKF has approved an extension for 1 month – until the 30<sup>th</sup> July 2021**

The Parish Clerk informed the members that an extension had been granted from the External Auditor for 1 month.

**11.h For members to consider approving the Variance Report for 2020 -2021**

The members approved the variance report for 2020 -2021

**12. Notice of Public Rights 2020 -2021:**

**Thursday 1<sup>st</sup> July 2021 – Wednesday 1<sup>st</sup> August 2021**

The Parish Clerk informed the members that the Notice of Public Rights will be available from 01/07/2021 through to 11/08/2021. The accounts will be held at the Chairman's property and any resident wishing to view needs to contact the Chairman.

**13. Payments to Consider:**

<b>472 A – Mr Anthony Gould – IT Support</b>	<b>£48.00</b>
<b>473 B – Jill Davis – May Expenses 2021</b>	<b>£60.40</b>
<b>474 C – Jill Davis – May Expenses 2021</b>	<b>£21.60</b>
<b>475 D – HMRC Payment – Quarterly Charge</b>	<b>£83.80</b>

Payments A-D were signed by the Chairman. Cllr Ross- Smith also signed the cheques. However, he is still waiting to be confirmed by HSBC as the second signatory. The Parish Clerk/RFO will hold onto the cheques until the new signatory is in place. The Parish Clerk informed the members that the HMRC Payment must be paid by 22/07/2021 and the situation must be resolved quickly. Cllr Stogdon informed the members that he would chase with the bank. The members approved for the Parish Clerk to hold the cheques - as they could not be cashed until the second signatory is in place

**14. The Next Parish Council Meeting:**

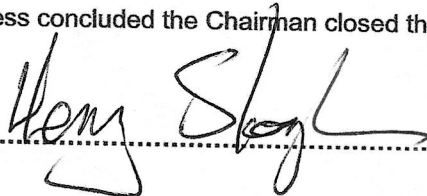
Date to be confirmed by the Members

Before the meeting was closed Cllrs Stogdon, Ross-Smith and Stronach formally thanked the Parish Clerk for all her support over the past two years.

Parish Clerk thanked the Cllrs and wished them and the Parish Council well for the future.

With all business concluded the Chairman closed the Meeting (just in time for the football) at 7.40pm

Signed:.....



Dated:.....

12 August 2022