

**Minutes of Poslingford Parish Council  
meeting on 4<sup>th</sup> September 2019  
at Stansfield Village Hall**

Present: Parish Cllrs Martin England, Marc Allison, Annie Jones, Kathy Priestley, June Mansfield and Derek Nicholls  
County Councillor Mary Evans  
District Councillors Karen Richardson, Marion Rushbrook and Jim Meikle,  
Chris Turner -Clerk  
Richard Evans from the Parish Pump Magazine

Chairman, Martin England welcomed those present. Apologies given by Parish Cllr. Jim Rucklidge

Meeting closed for presentation and comments/reports by County and District Councillors. Richard Evans who edits the Parish Pump gave a presentation of the monthly newsletter/magazine and how they would be happy to incorporate Poslingford village into the publication. Everyone present agreed that this would be welcomed and future news etc of the village can now be included. The Pump will be delivered to Martin England who would arrange distribution. Therefore, in the future any comments articles etc relating to the village can be sent to the editor for review and inclusion. The publication is monthly and to include an article in the next addition, details will need to be sent to the editorial team by the end of the 3<sup>rd</sup> week of the month. They can be e mailed to: [parish.pump@gmail.com](mailto:parish.pump@gmail.com)

Our three District Councillors gave their verbal reports, with surveys for: “black bins”, “Car Parking” in towns including Clare, and Rural Services. All input would be welcome, details can be found on the West Suffolk website. Jim Meikle will chase up the possibility of a mobile Post Office visiting Poslingford.

Mary Evans will re-contact West Suffolk DC regarding the future siting of a polling station within Poslingford, we have requested this due to the distance to a polling station in Clare. The church was the most appropriate place. There is to be a police meeting on rural crime on 14<sup>th</sup> October, we will be advised when it is known where this will be held. A Community Club is being held at Clare library anyone welcome.

Highways Dept. will be setting a “Suffolk Standard” for road works with signs in the future to show full details of the whereabouts of the work, the period the roadworks will take and also give a phone number to contact for queries. Suffolk is one of the best counties for the take up of the MMR vaccination. The Counties examination results are much improved.

Meeting re-opened for Parish Council meeting:

1. Minutes of our last meeting and outstanding matters- These were accepted by all as accurate and signed by the Chair. Comment that although some drains in The Street had been cleared there were still two, outside the Dog and Shephard and in front of Conifer Cottage that remained blocked, report to be made to Highways, SCC.
2. Councils policies- We are showing on our website our policies for Data Protection and Privacy Policy. These had been agreed by all and re- adopted. There are a number of further policies that we need to re- adopt , these being Financial Regulations, Standing Orders, Code

of Conduct, Subject Access Request, Complaints procedure, Training Policy, Electronic Communication Policy, Equal opportunities Policy and Freedom of Information Publication scheme. It was agreed by all that no changes were required and they can be re-adopted. Website needs to be updated. Clerk to also review wordings as there may be some erroneous entries.

3 Financial Report- (i) The accounts to 4<sup>th</sup> September were presented and agreed by all. Several payments are now due as per the schedule that had been provided, however there were some additions, Insurance Policy of £162.40 (new additions have been added) and reimbursement of costs to Cllr England as per receipts of £39.97. We are not to appoint LCPAS this year for Data Protection advice, this can be obtained from SALC if needed. All in agreement and cheques were signed and returned to clerk. (ii) The Internal Audit had been completed by SALC with a number of issues that needed reporting to the Council. They had a number of suggestions and comments as follows:

a. Formally appoint the clerk as RFO annually. This was agreed unanimously for the current year.

b. Review annually our Internal Controls. This was discussed and accepted all in order.

c. Budgetary Controls should follow the Financial Regulations we have adopted.

d. Clerk does not wish to join a pension scheme and is not required to do so.

e. We need to comply with regulations 2015 re publishing info. On website. This has been done for the current AGAR etc.

4 Footpaths and grass cutting Marc Allison does have a map of the footpaths in the village, however some are cut whilst others are left uncut. We are to contact the District Council and speak to a representative that Cllr. Annie Jones has talked to. There is an old leather black book that had information about footpaths and the allotments which cannot be located. The clerk has some old books which he will make available to the chairman.

5. Following a meeting with Anglian Water representatives about a new mains and road closure, this has now been dropped, currently. Cllr Annie Jones had contacted Anglian Water about a road closure at the same time which would have meant that part of the village would have been unable to drive out in either direction.

6. Fire Hydrants. Following a recent fire, the fireman had been unable to re-fill their tenders as the hydrants in the road had been tarmac ked over, Suffolk CC to fix problem.

We have 3 grit bins in Poslingford. one in The Street, one at Hillside and one on New House bend. To be reported to SCC. Cllr England will ask his wife to kindly manage our website in the future. We are very grateful to John Holman for his past services. Bonfire night will be on Saturday 2<sup>nd</sup> November.

Details of payments authorised as follows:

C R Turner- 3months pay/exps	£282.00
HMRC re PAYE	£65.60
Ladywell Accountancy Services	£30.00
Top Garden Services	
May/June/July	£591.00
SALC re course fee	£27.60
SALC re Audit	£117.60
M England Misc costs	£39.97
Insurance premium CAS	£162.40
Derek Nichols re phone box	£27.62
ditto (retrospectively)	£178.93

Next Meeting 11<sup>th</sup> December 2019