

Poslingford Parish Council



Minutes of Poslingford Parish Council Meeting

Date 1 March 2023, 18:30

Meeting held at Stansfield Village Hall

Attendees: Parish Councillors Martin England, Marc Allison, Annie Jones, Derek Nicholls, June Mansfield and Kathy Priestley.
County Councillor: Bobby Bennett
District Councillors: Karen Richardson and Marion Rushbrook
Chris Turner (Clerk to the Council)

The Chair, Martin England, welcomed those attending. Apologies received from District Councillor Nick Clarke and Parish Councillor Rachel Stebbing. The attendees confirmed that they had no pecuniary or non-pecuniary interests in the proceeding.

District Councillors Report- A joint report had been received and circulated to all councillors and these will be held with minutes. Mention was made in the press of the number of homeless people in Suffolk. In West Suffolk, there are two homeless people who have been offered accommodation, however, they wished to remain on the streets.

County Councillors Report- Generic reports are issued monthly which are circulated. There were a couple of other issues brought up as follows:

Questions on the "Quiet Lanes" initiative. Increase of fly tipping reported. There was an objection by one councillor of the initiative itself costing tax-payers money, and what it hopes to achieve. This had previously been discussed and voted on that we would support it as a Council. There is a problem with the Highways reporting tool which we have reported to the County Council

1. Minutes Of Our Last Meeting and Matter Arising

a. The minutes were confirmed as "in order" and signed by the Chair.

2. Financial Report

a. The accounts up to 1st March 2023 had been circulated by e-mail and were agreed by all.

b. The Clerk would continue to be the Responsible Financial Officer (RFO) for the authority.

c. The balance on our account a 1st March 2023 is £7629.92 as our VAT refund was received on 28th Feb 2023. The clerk had brought an up-to-date bank statement confirming this figure and this was signed by the Chair.

3. Defibrillator

This has now been fitted and ready for use. The Ambulance service are aware as it has been registered with them. It must be reported monthly that its operative and in working condition.

Both the Chair and Clerk must register with WebNos. People in the village are interested in training. Bobby Bennett who has had to use a defibrillator in an emergency said the machine talks you through the actions, and the only training necessary is CPR training. Councillor Jones will speak to a local paramedic with the fire service and hopefully arrange for him to show us how to do it properly. Mention was made that when phoning 999 in an emergency your phone will automatically find the best signal provider, further info will be given at the training course

4. King's Coronation Party

A party/BBQ will take place on Sunday 7th May in the grounds of the Vicarage. We will need to fund this, and the Parish Council are willing to provide funds up to £750 for the occasion. We are also to purchase 20 Coronation mugs for the children in the village - Clerk to source.

5. Councillors Comments

We are happy to continue to use our current contractor TOP Garden Services and have agreed we need information as and when they visit, to ensure every part that they are contracted for, has been completed. Clerk has received an e mail from another contractor who uses more environmental equipment. As we had already agreed with our current contractor this year, the clerk had advised the new potential contractor to contact us in December this year.

6. Community Asset Allotment

It was left that Councillor Jones would speak to Jon Eaton of West Suffolk DC to ascertain where we stand re the allotments and why it is necessary to speak to the Church, the landowners, to get their permission to register the allotment as an ACV. We think the allotments are an asset to the village and would not like it to be removed/sold as it would affect the residents.

7. Polling Station.

Polling will take place at Stansfield village hall. Nominations to become a Councillor need to be delivered to West Suffolk House, Bury St Edmunds between 23rd March and 4th April. An e mail was sent to Parish Councillors on 15th February which included a link to download and print nomination papers. Alternatively, its available on the West Suffolk website. It was agreed that each individual councillor would download their own papers, which need to be completed and handed to Martin England, Chair, and the clerk would collect them all and deliver to Bury St Edmunds to be checked over. If there are any problems or anybody else requires a form the clerk will print them out.

8. End of Year Audit

Confirmation that SALC are to be appointed as our Internal Auditors for 2022/23. The Clerk/RFO stated that we needed to complete some housekeeping issues before the year end, 31st March as follows:

- a. The Asset Register had been reviewed, no changes required, and was signed by Chair.
- b. No amendments to the Standing Orders and Financial Regulations.
- c. The Financial Risk Assessment was discussed, no amendments needed and was signed by Chair and Clerk.
- d. The clerk had completed an Internal Control Statement, for the year to 31st March, and this again was reviewed and signed.
- e. The Councils policies on the following subjects were reaffirmed: Code of Conduct; Complaints Procedure; Electronic Communications Policy; Equal Opportunity Policy; Freedom of Information and Access Request Policy.
- f. Confirmation that the clerk does not require a pension and a completed Declaration of

compliance has been completed.

g. The clerk was re-appointed as RFO for the Council.

8. Next Meeting.

The next meeting will be on Tuesday 23rd May 2023 at 18:30 at Stansfield Village Hall. Meeting finished 20:00.

Accounts of Poslingford Parish Council as at 1 March 2023

Lloyds Bank current account on 30 November 2022	£8095.48
Income for period 1 December 2022 to 28 February 2023	
28 February 2023 HMRC VAT Refund	£789.43
Donation from District Council	£300.00
TOTAL Income in period	£1089.43
Payments for period 1 December 2022 to 28 February 2022	
12 December 2022 Wreath for Remembrance Day	£25.00
12 December 2022 Gift to West Suffolk CAB	£50.00
12 December 2022 Gift to Suffolk Air Rescue	£50.00
5 January 2023 Clerks pay to 31 December 2022	£282.20
5 January 2023 Clerks PAYE to 31 December 2022	£65.40
12 January 2023 Grass cutting TOP Garden Services	£729.00
30 January 2023 Information Commissioner's Office subscription	£40.00
30 January 2023 Map of Allotments for ACV	£13.39
15 February 2023 Defibrillator Installation	£300.00
TOTAL Payments in period	£1554.99
Lloyds Bank current account on 28 February 2022	£7629.92