

DEPDEN PARISH COUNCIL

MINUTES of the Meeting held on Tuesday 13 March 2018 at 8pm in The Village Hall, Chevington

PRESENT: Chairman: Geraldine Arnold
Councillors: Peter Ebbens
Andrew Rabett
Clive Pollington (arrived 8.15pm)
Mary Evans (arrived 8.15pm)
Susan Boor (Clerk)

1. **APOLOGIES FOR ABSENCE** – Dennis Bibby, Mark Leadbeater and Peter Payne.
2. **DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS** –
There were none.
3. **MINUTES OF THE MEETING HELD 9 JANUARY 2018**
The Minutes, having been circulated before the Meeting, were taken as read and signed by the Chairman.
4. **POLICE REPORT** – no report
5. **NEIGHBOURHOOD REPORT** – no report
6. **SALC REPORT** – no report
7. **FOOTPATH REPORT** - no report
8. **DATA PROTECTION ACT**
Following a discussion regarding compliance and the appointment of a Data Protection Officer the general consensus of the meeting was that we use the offer arranged by SALC using a company named 'DPO Centre Ltd'. This company will give advice regarding data protection and would become the Data Protection Officer for Depden Parish Council. The cost for the first year will be £220 and £100 a year there after.
9. **COUNTY COUNCILLOR'S REPORT**
Councillor Evans reported that the Bus Stop had been moved and the Clerk reported she had received no adverse comments. The Government has allowed Councils to increase the Council Tax by a further 1% but Suffolk County Council had decided not to take advance of this offer. The School Transport consultation has now finished but has identified a problem with the schools in Bury St Edmunds because of the two systems.

Potholes are an ongoing problem but will have to wait until the water has receded off the roads. Councillor Evans was asked by Councillor Rabett to check the snow clearing policy regarding Depden as the road through The Green was not gritted and snow drifts were not cleared by the Highways Department. The snow drifts were cleared by a loyal farmer. During the recent snow adult care in Suffolk worked very well.

Councillor Arnold expressed concern about the amount of increase the Police had received in the Council Tax. Councillor Ebbens raised the ongoing problem with the Elm Farm turning and Councillor Evans agreed to raise the issue again with the Highways Department.

10. **BOROUGH COUNCILLOR'S REPORT**

Councillor Pollington reported that Derek Redhead, our previous Borough Councillor, had died. Agreement concerning the 'line of sight' at Kellys Meadow is making slow progress. An agreement for the use of the land to improve the 'line of sight' is now with the solicitors for Mrs & Mrs Willis.

The boundary changes for Borough Councillors for West Suffolk was discussed the proposal is that Depden will now be with Chedburgh, Chevington etc. The clerk was asked to comment on the website that the changes did not take into account the Church Benefice or that residents of Depden have greater social inter-action with Wickhambrook such as the doctors and the shop. Councillor Pollington reminded the meeting that he still has money available for Community Organisations.

Councillor Arnold asked Councillor Pollington about the agreement with Kellys Meadow which he stated is for 8 vans and 2 utility buildings, a 24 hour phone line to report any problems and a meeting with residents of Kellys Meadow and a representative of each surrounding Parish Council once a year to discuss any issues.

11. **TREASURER'S REPORT**

11.1 *Community Account.*

The Clerk stated that £400.00 will need to be transferred from the Business Day Saver Account to the current account.

Cheques for the following were approved and signed

Susan Boor (Clerk's Salary)	181.44
HMRC (Clerk's PAYE)	45.20
Westcotec (additional bracket for VAS Sign)	60.00
Chevington Village Hall (Hire of Hall)	10.00
Susan Boor (Clerk's expenses)	101.55

When the above payments have been cleared, a balance of £8.77 will remain.

11.2 *Business Day Saver Account* – when interest of 91p is added £400.00 has been transferred to the Community Account it will leave a balance of £4325.85.

12. **VAS SIGN REPORT** Attachment 18/1

13. **SPEEDING ON A143** - no new information

14. **LITTER PICK**

Reminder of the Litter Pick on Saturday 24 March 2018 meet at 10am at the bus shelter. The Clerk has arranged publicity and extra equipment.

15. **HARGRAVE NEIGHBOURHOOD PLAN**

The meeting decided not to make any comment concerning this plan.

16. **NEW WEBSITE**

The Clerk reported she had attended a workshop concerning the new website provided by 'One Suffolk' which has a more modern look and new features.

17. **EXTERNAL AUDIT**

The Clerk reported that a new system of self-audit had been introduced for Parish Councils with receipts or payments of less £25,000. All the forms as in past years will

have to be completed and shown on our website but only a form declaring the amount of receipts and payments will be sent to the auditors PKF Littlejohn LLP. There is no charge for this but Parish Councils who wish their accounts to be audited will be charged £200. This will have to be formally adopted at the Annual Meeting.

18. NEWSLETTER ITEMS

Reporting of Potholes with website address and recruitment of an additional Parish Councillor.

19. CORRESPONDENCE ** File

Rural Services Network Digest x 8
Rural Services Network Opportunities Bulletin x 2
Community Action Suffolk Newsletter x 3
West Suffolk Electoral Review
SALC re Data Protection Officer x 4
West Suffolk Strategic Framework Letter
Rural Services Network Rural Vulnerability Service x 4
Clive Pollington email re Kellys Meadow x 4
Rural Services Network Rural Housing Spotlight
LCPAS re Data Protection Officer
Matthew Hancock MP app
Matthew Hancock MP Newsletter x 2
SALC Admin re Standing Orders, External Audit and Procurement
SALC re Highways Survey
Community Action Suffolk Information
Rural Services Network Rural Opportunities Bulletin
One Suffolk Website Presentation to Mark Leadbeater
Town and Parish Forum Notes
SALC re Crime and Waste
Community Action Suffolk Volunteering
Rural Services Network Spotlight on Rural Health
SALC Area Meeting Information to Dennis Bibby
SALC re GDPR Toolkit
Clerks & Council Magazine
CAS Website to Mark Leadbeater
West Suffolk email concerning West Suffolk Ward Options

20. ANNUAL PARISH MEETING

Tuesday 10 April 2018 at The Village Hall, Chevington at 8pm. The Clerk to invite representatives of the Neighbourhood Watch, Poors Charity and the Church to attend or sent a report.

19. ANY OTHER BUSINESS

There were none.

20. DATE OF NEXT MEETING

The next Parish Council Meeting will be Tuesday 8 May at The Village Hall, Chevington at 8pm.

There being no further business, the Meeting closed at 9.20 pm.

Chairman Date