

BURSTALL PARISH COUNCIL

Minutes of the Parish Council Meeting held on 9 January 2023 at 7.35pm

Present: Cllr Gasper (Chair), Cllr Cooper (Vice-Chair), Cllr Fiske, Cllr Fordham

In attendance: Mrs S Frankis, Clerk & RFO to Burstall Parish Council

The meeting was chaired by Cllr Gasper.

249 APOLOGIES: to RECEIVE and APPROVE Apologies for Absence

Apologies were received from Cllr Rawlings for his absence due to illness and from Cllrs A Kerrison, K Raby and L Raby for their absences due to personal commitments.

The Council unanimously agreed to approve all of the apologies received.

250 DISPENSATIONS: to RECEIVE Declarations of Interest and/or to APPROVE such Dispensation Requests

None were received.

251 COMMENTS: to RECEIVE Comments from Residents of the Parish on Current Agenda Items

None were received.

252 REPORTS: to RECEIVE the Reports of the County and District Councillors

A report had been received from County Cllr Hudson prior to the meeting and circulated to the Council; the report has been published on the Parish Council website.

253 MINUTES: to RECEIVE and CONFIRM the Minutes of the Parish Council Meeting held on 7 November 2022

The minutes of the Parish Council meeting held on 7 November 2022, having been circulated to the Council prior to the meeting, were confirmed as an accurate record of the meeting.

254 MATTERS ARISING: to CONSIDER Matters Arising from the Minutes of the Parish Council Meeting held on 7 November 2022

There were no outstanding matters to consider.

255 PLANNING: to CONSIDER Planning Applications Number DC/23/00008 and to RECORD the Parish Council response to the East Anglia GREEN – EIA Scoping Notification and Consultation

The Parish Council unanimously agreed the response as submitted to the East Anglia GREEN – EIA Scoping Notification and Consultation of 19 December 2022.

The Council gave a vote of thanks to Mr J Foster for preparing and drafting the response.

Planning application number DC/23/00008: Cllr Kerrison is to seek the views of the neighbours to the property as a steer for the Parish Council response; the Council agreed to support the response.

256 CLERK'S SALARY INCREASE

The Council unanimously agreed to increase the Clerk's salary from SCP14 £12.21 to SCP14 £13.21 an hour, backdated to 1 April 2022, as per the NALC Agreement; and from 1 April 2023 a permanent increase of one day (pro rata'd) to the annual leave entitlement.

257 FINANCE:

(i) to APPROVE Payments

The Council unanimously approved the following payments:

36. Mrs S Frankis, October salary	LGA 1972, ss101,111,112	£108.79
37. Mrs S Frankis, HP ink November	LGA 1972, s139	£2.99
38. Mrs S Frankis, November salary	LGA 1972, ss101,111,112	£160.68
39. Mrs S Frankis, HP ink December	LGA 1972, s139	£2.49
40. Mrs S Frankis, December salary	LGA 1972, ss101,111,112	£109.89

(ii) to AGREE the November and December 2022 Budget and Precept Reports

The November and December 2022 Budget and Precept Reports, including the bank statement balances, having been circulated to the Council prior to the meeting, were agreed. The bank statement balances had been verified by Cllr Fordham.

(iii) to AGREE the 2023/24 Budget and Precept

The Council unanimously agreed to set the 2023/24 budget at £7,193.00 and to submit a precept demand to Babergh District Council for £7,193.00, a 0% movement on the previous year.

ACTION: The Clerk is to complete and submit the 2023/24 precept demand for £7,193.00.

258 VILLAGE GRASS CUTTING CONTRACTOR

There were no updates to report.

ACTION: Cllr Cooper is to follow up on the contacts he made with regards to the vacancy.

ACTION: The Clerk is to arrange for an invite for tenders to be published in the In Touch magazine.

ACTION: The Clerk is to ask Suffolk County Council to confirm they are continuing to maintain the bus-shelter on the corner of the A1071 and The Street and is to request a copy of their maintenance grass cutting schedule; uncut grass presents poor visibility and a danger to motorists.

259 To AGREE the dates of the 2023/24 Parish Council meetings and the 2023 Annual Parish Meeting

The Council unanimously agreed to hold Parish Council meetings on Wednesday evenings, as from 10 May 2023.

The 2023/24 meeting dates are as follows –

Annual Parish Meeting	8 May 2023
Annual Parish Council Meeting	10 May 2023
Parish Council Meeting	12 July 2023
Parish Council Meeting	13 September 2023
Parish Council Meeting	8 November 2023
Parish Council Meeting	10 January 2024
Parish Council Meeting	13 March 2024

260 NEXT MEETING

The next meeting of the Parish Council will be held at 7.30pm, on 13 March 2023 at Burstall Village Hall.

261 Matters Raised by Members

The Parish Council had been contacted by the charity, Headway, asking if their Mobile Shop could visit the parish on a regular basis, either weekly or monthly, or on a trial basis. The Shop would consist of goods for purchase, refreshments and advice on neurological issues and how to access the Headway services. There would be no charge to the Council.

The Council agreed to ask the village hall committee if parking for the Shop could be facilitated.

Cllr Gasper asked that each councillor draft a piece for the Parish Council newsletter, relating to their designated roles and responsibilities; the drafts are to be forwarded to the Clerk, who will collate the issue.

Cllr Fordham referred to the broken signs and damaged verges at Coronation Corner. The issues had been reported on the Suffolk County Council Highways Reporting Tool several months ago; the Clerk is to re-report the problems.

ACTION: The Clerk is to report the broken road signs and damaged verges at Coronation Corner to Suffolk County Council.

There being no other business, the meeting was closed at 20:13.

Signed

Date

Sue Frankis, Clerk to the Parish of Burstall, 24 Church Crescent, Sproughton IP8 3BJ

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