

BURSTALL PARISH COUNCIL

Minutes of the Parish Council Meeting held on 11 July 2022 at 7.30pm

Present: Cllr Cooper (Vice-Chair), Cllr Fiske, Cllr Godfrey, Cllr Kerrison, Cllr K. Raby, Cllr L. Raby, Cllr Rawlings

In attendance: Mrs S Frankis, Clerk & RFO to Burstall Parish Council
District Cllr, D Busby

The meeting was chaired by Cllr Cooper.

Newly co-opted Cllr Godfrey was welcomed to the Council.

215 APOLOGIES: to RECEIVE and APPROVE Apologies for Absence

Apologies were received from Cllr Gasper. He is due to be admitted to hospital shortly and is taking covid precautions; the Council wished Cllr Gasper well and look forward to him attending the next meeting.

Apologies were received from Cllr Fordham for his absence to a personal commitment.

The Council unanimously agreed to approve the apologies received.

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

None were received.

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

None were received.

218 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.

District Cllr Busby advised that the Babergh District Council (BDC) Financial Report had presented a £1.4million underspend, primarily due i) to a reduction of staff costs (vacant staff positions are hoped to be filled); ii) planning application submissions have maintained normal rates however the number of appeals has reduced; iii) grants having been awarded to the District Council. Of the £1.4million, £420k will be carried forward to the 2023/24 budget; the remaining balance will be held in reserve accounts. Housing Revenue accounts have come out on an even budget line.

Cllr Kerrison referred to the proposed Enso reduced solar farm application, presented to the public at Burstall Village Hall recently. The proposed reduction in size means that landowners who had committed to the larger scale development will now be available to other developers who may come forward. Cllr Kerrison asked where BDC stands with further solar farm applications coming forward; Cllr Busby advised there is no BDC policy on solar farms and is not aware that one is to be developed. Cllr Cooper suggested that should BDC consider a solar farm / green energy policy, it should include the insistence of energy harvesting programs such as solar tiles on new homes and business premises.

The Parish Council asked Cllr Busby to take forward the request for a new BDC Energy Policy at the forthcoming BDC policy / strategy meeting due to be held on 13 July 2022.

Cllr Fiske advised despite historical assurances, that from about 2023, there will be no subsidised school transport for the children of Burstall. Sproughton Primary School is now over-subscribed, and there is no subsidised transport available for second and third choice schools. Cllr Cooper considered the matter needs to be raised with County Cllr Hudson.

219 MINUTES: to RECEIVE and CONFIRM the Minutes of the Annual Parish Council Meeting held on 9 May 2022

The minutes of the Annual Parish Council meeting held on 9 May 2022, having been circulated to the Council prior to the meeting, were confirmed as an accurate record of the meeting.

220 MATTERS ARISING: to CONSIDER Matters Arising from the Minutes of the Annual Parish Council Meeting held on 9 May 2022

There were no outstanding matters to consider.

221 PLANNING

(i) to CONSIDER Planning Applications and to NOTE any Planning Decisions

The Council noted that planning application DC/19/00567 – land north of Burstall Lane, Sproughton IP8 3DE, outline planning application to include the erection of up to 92 homes and 13 self-build / custom build plots (including provision of up to 37 affordable homes) has been withdrawn, having been re-visited by BDC Planning Committee and refused.

(ii) East Anglian Green Energy Enablement (East Anglia GREEN) Consultation

The Council unanimously agreed the consultation submission as submitted on 10 June 2022, and as published on the Parish Council website.

222 FINANCE:

(i) to APPROVE Payments

The Council unanimously approved the following payments:

11. Zurich Town & Parish (LGA 1972, s139)	£241.00
12. Mrs S Frankis, HP ink (LGA 1972, s139)	£2.99
13. Heelis & Lodge (LGA 1972, s139)	£120.00
14. Burstall Village Hall (LGA 1972, s139)	£87.00
15. Burstall Village Hall (LGA 1972, s139)	£60.00
16. Salary, May 2022 (LGA 1972, ss101,111,112)	£254.70
17. Mrs S Frankis, HP ink (LGA 1972, s139)	£2.99
18. Mrs S Frankis, postage (LGA 1972, s139)	£5.44
19. JAK Services, inv 1877 (LGA 1972, s139, s215)	£386.30
20. Salary, June 2022 (LGA 1972, ss101,111,112)	£165.08

(ii) to AGREE the May and June 2022 Budget and Precept Reports

The May and June 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 Rawlings.

20:19 District Cllr, D Busby left the meeting.

(iii) to AGREE to Vire £11.00 from Budget Heading 'SALC Membership' and £20.00 from Budget Heading 'Newsletter Printing' to Budget Heading 'Insurance'

The Council unanimously agreed to vire £11.00 from budget heading 'SALC Membership' and £20.00 from budget heading 'Newsletter Printing' to budget heading 'Insurance'.

(iv) to AGREE to Transfer £200.00 from the General Reserve to 2022/23 Budget Heading 'QEII Jubilee Celebrations'

The Council unanimously agreed to transfer £200.00 from the General Reserve to the 2022/23 Budget Heading 'QEII Jubilee Celebrations'.

Cllr K Raby asked that thanks from the Village Hall Committee to the Parish Council for the donation of £200, which contributed greatly to the enjoyment and success of Burstall's Jubilee celebrations be recorded.

223 INTERNAL AUDIT AND AUDITOR

(i) to RECEIVE the 2021/22 Heelis & Lodge Internal Audit Report

The Council unanimously agreed to receive the 2021/22 Heelis & Lodge Internal Audit Report, as circulated to the Council prior to the meeting.

(ii) to RECEIVE and AGREE the 2021/22 Internal Audit Action Plan

There were no matters raised by the internal auditor to action.

(iii) to REVIEW the Effectiveness of Internal Audit 2022/23

The Council unanimously agreed to adopt the Effectiveness of Internal Audit 2022/23, as circulated to the Council prior to the meeting.

(iv) to APPOINT the 2022/23 Internal Auditor

The Council unanimously agreed to re-appoint Heelis & Lodge as the Internal Auditor for 2022/23.

224 STANDING ORDERS AND FINANCIAL REGULATIONS: to ADOPT Revised and Updated Versions

Cllr Fiske asked that Standing Order 3(x), (a meeting shall not exceed a period of 2 ½ hours), be amended to allow an extension to the period if needed.

ACTION: the Clerk is to re-draft the revised and updated Standing Orders for the Council to consider adopting at the September meeting.

The Council unanimously agreed to adopt the revised and updated Financial Regulations, as circulated to the Council prior to the meeting.

225 DISPOSAL OF DOCUMENTS: to AGREE to Dispose of Documents in Accordance with the Burstall Parish Council Document Retention Policy

The Council unanimously agreed to dispose of the PAYE Records 2020-21 and the receipts and paid invoices 2015-16 in accordance with the Parish Council Document Retention Policy.

226 To CONSIDER a Burstall Parish Neighbourhood Plan

Cllr Cooper advised that the subject of a neighbourhood plan was being re-visited due to a recent enquiry by a Burstall resident asking if a Plan was in place, and if not, why not.

The Council unanimously agreed to make this a topic of the next annual parish meeting, to include an informed presentation, so that the parish can decide if they want to develop a plan; a Plan would need to be parishioner volunteer led, with the support of the Parish Council, due to the workload involved.

227 Babergh Mid Suffolk District Council UK Shared Prosperity Fund Engagement Response

The Council unanimously agreed the consultation submission as submitted by Cllr Cooper.

228 PARISH COUNCILLOR VACANCY

Babergh District Council has confirmed the vacant seat that arose due to the resignation of Cllr Burchnall can be filled by co-option.

The Council declared a vacancy due to the resignation of Cllr Packard; Babergh District Council has been notified and a Notice of Vacancy has been published.

229 SPROUGHTON BURIAL GROUND COMMITTEE: to RECEIVE Update on Request for Meeting
There were no updates.

230 NEXT MEETING

The next meeting of the Parish Council will be held at 7.30pm, on 12 September 2022 at Burstall Village Hall.

231 To CONSIDER Matters Raised by Members

Cllr L Raby advised she had secured a supply of B.T. red paint for the refurbishment of the Information Box. The Council agreed to approach Mr R Catlin to ask that he undertake the refurbishment of the exterior of the Information Box; Cllr Cooper agreed to undertake the refurbishment of the interior.

There being no other business, the meeting was closed at 20:56.

Signed

Date

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

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