

BURSTALL PARISH COUNCIL

Minutes of the Parish Council meeting held on 9 November 2020 at 7.32pm

Present: Cllr Gasper (Chairman), Cllr Burchnall, Cllr Eustace, Cllr Fiske, Cllr Kerrison, Cllr K. Raby,
Cllr Rawlings, Cllr Smith

In attendance: District Cllr Busby
County Cllr Hudson
Mrs S Frankis, Clerk & RFO to Burstall Parish Council
One member of the public

The meeting was held remotely in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

The meeting was chaired by Cllr Gasper.

35 APOLOGIES: to RECEIVE Apologies for Absence

None were received.

36 DISPENSATIONS: to RECEIVE Declarations of Interest or to APPROVE such Dispensation Requests

None were received.

37 COMMENTS: to CONSIDER Comments from Residents of the Parish on Current Agenda Items

None to consider.

19:34 Cllr Eustace joined the meeting.

38 REPORTS: to RECEIVE the reports of the County and District Councillors

The September and October 2020 Parish Newsletters, received from County Cllr Hudson, had been circulated to the Council, prior to the meeting.

Referring to the proposed solar farms, Cllr Hudson asked to be given a number of bullet points that he may use as objections to any proposals; he assured the Council of his intentions to support the Parish Council by making a representation to the District Council Planning Authority Planning Committee meeting at which the proposals will be determined in the future. The status of the proposal was explained to Cllr Hudson, who again expressed his keenness to support the objections of the Parish Council.

ACTION: Cllr Kerrison and Cllr Burchnall are to draft a summary of objections and forward these to Cllr Hudson.

The Parish Council agreed with Cllr Hudson that loneliness and isolation have presented themselves as disturbing and difficult issues for residents to cope with during the Covid-19 lockdowns. The Burstall village response was triggered during the first lockdown and continues.

District Cllr Busby reminded councillors that during this second lockdown, people can meet up with one other outside and go for a walk together. He advised that the recorded figures for last week in Babergh were 91 people tested positive and 3 deaths; the average rate was 89.1 per 100K.

He advised that he had attended the first Innovations Award ceremony, held virtually last week. Cllr Fiske asked where the Covid-19 'hot-spot' in Hadleigh was; Cllr Busby was unaware of this. Cllr Burchnall understood the outbreak was associated with a care home.

Cllr Fiske asked how can planning authorities be made to take notice of the wishes and views of parishioners when determining planning applications? In particular, he was referring to the recently approved 'Pigeon' development by Babergh District Council despite numerous objections. Cllr Busby advised that the Planning Authority was more or less obliged to approve these applications, especially the Burstall Lane site as this was to be allocated in the new Joint Local Plan.

Cllr Busby advised that the Joint Local Plan is at the last stage of consultation; this will be the last opportunity to put forward representations to be considered by the Inspectorate.

If the Planning White Paper goes through as it is, for Babergh District Council to meet the set housing targets in the area, development of new properties would be increased from the present plan of 416 to 750 per year.

Cllr Busby asked that he be cc'd on the draft summary of objections to be forwarded to Cllr Hudson.

20:05 Cllr Hudson left the meeting.

39 MINUTES: to RECEIVE and CONFIRM the minutes of the Parish Council meetings held 14 September 2020

The minutes of the Parish Council meeting, held on 14 September 2020, having been circulated to the Council prior to the meeting, were confirmed as an accurate record of the meeting.

40 MATTERS ARISING: to CONSIDER Matters Arising from the Minutes of the Parish Council Meeting held 14 September 2020

Minute no. 20/21 24: Cllr Burchnall advised that Cllr Hudson had confirmed he would fund a 'Speed Aware' sign; the next round of applications is to be at the end of the month.

41 PLANNING: to CONSIDER Planning Applications and to NOTE any Planning Decisions

DC/20/04125 – the Parish Council has met its consultee obligations at this stage and awaits the Environmental Impact Statement to come back for consideration. Cllr Gasper advised that it is incumbent on the Parish Council to get parishioners engaged with the issue.

DC/20/03547 – notification was received today that Babergh District Council had refused the application.

42 FINANCE:

i) to APPROVE Payments

The Council unanimously approved the following payments:

Salaries (September and October 2020)	LGA 1972, s139	£545.56
HMRC – PAYE	LGA 1972, s139	£84.80

ii) to AGREE the September and October 2020 Budget and Precept Reports

The September and October 2020 Budget and Precept Reports, having been circulated to the Council prior to the meeting, were agreed.

iii) to AGREE VAT Reclaim of £101.06

The Council agreed the VAT reclaim of £101.06.

iv) to AGREE to vire £1.71 from Budget Heading 'Room Hire' and £13.29 from Budget Heading 'Insurance' to Budget Heading 'Audit Fees' (to cover £15 budget shortfall)

The Council unanimously agreed to vire £1.71 from the budget heading 'Room Hire' and £13.29 from budget heading 'Insurance' to budget heading 'Audit Fees', to cover a £15 budget shortfall.

v) to AGREE to vire £50 from Budget Heading 'Chair Allowance' and £10 from Budget Heading 'Training' to Budget Heading 'Web Fees' (to cover £60 budget shortfall)

The Council unanimously agreed to vire £50 from budget heading 'Chair Allowance' and £10 from budget heading 'Training' to budget heading 'Web Fees', to cover a £60 budget shortfall.

vi) to AGREE to Transfer £495.74 from the General Reserve to the General Fund (to cover expenditure on equipment, software and election costs)

The Council unanimously agreed to transfer £495.74 from the General Reserve to the General Fund, to cover expenditure on equipment, software and election costs.

43 BUDGET AND PRECEPT: to CONSIDER and AGREE the 2021/22 Budget and Precept

The Council unanimously agreed to set the budget at £7,361,74 and to submit a precept demand for for £7,361.74, a 52.606% increase over the 2020/21 precept (without the Band 'D' % adjustment at this time).

ACTION: The Clerk is to complete and submit the 2021/22 precept demand for £7,361.74.

44 GRANT APPLICATION: to CONSIDER and AGREE a Grant Application received from Burstall PCC

Cllr Fiske declared an interest and abstained from the vote.

The Council agreed to award a grant of £350.00 to Burstall PCC for grass cutting.

ACTION: The Clerk is to arrange a payment of £350.00 to Burstall PCC.

45 CPRE MEMBERSHIP: to AGREE CPRE Annual Membership

The Council unanimously agreed to join CPRE and to subscribe to an annual membership.

46 PARISH PLAN

Cllr Gasper asked the Council to consider the viability of developing a Burstall Parish Plan. Having considered the time involved to undertake the project, costs and the appropriateness for the village, Councillors unanimously agreed not to pursue the matter at this time.

47 THE LOCAL GOVERNMENT DIVISION BOUNDARY CONSULTATION (FOR SUFFOLK COUNTY COUNCIL)

The Council unanimously agreed not to respond to the consultation.

48 POLICIES and PROCEDURES: to adopt

i) The Council unanimously agreed to adopt the draft **Reserves Policy**, as circulated to the Council prior to the meeting.

(ii) The Council unanimously agreed to adopt the draft **Risk Management Strategy**, as circulated to the Council prior to the meeting.

(iii) The Council unanimously agreed to adopt the draft **Equality and Diversity Policy**, as circulated to the Council prior to the meeting.

(iv) The Council unanimously agreed to adopt the draft **Electronic Communication and Social Media Policy**, as circulated to the Council prior to the meeting.

(v) The Council unanimously agreed to adopt the draft **Gifts and Hospitality Policy**, as circulated to the Council prior to the meeting.

(vi) The Council unanimously agreed to adopt the draft **Filming, Videoing, Photography and Audio Recording at Parish Council or Committee Meetings Policy**, as circulated to the Council prior to the meeting.

(vii) The Council unanimously agreed to adopt the draft **Remote Meeting Protocol**, as circulated to the Council prior to the meeting.

(viii) The Council unanimously agreed to adopt the draft **Dispensation Policy**, as circulated to the Council prior to the meeting.

(ix) The Council unanimously agreed to adopt the draft **Media Policy**, as circulated to the Council prior to the meeting

(x) The Council unanimously agreed to adopt the draft **Investment Strategy**, as circulated to the Council prior to the meeting.

(xi) The Council unanimously agreed to adopt the draft **Community Engagement Strategy**, as circulated to the Council prior to the meeting.

ACTION: The Clerk is to prepare final versions of the policies and procedures and upload them to the Parish Council website.

49 NEXT MEETING: to AGREE the Date and Time of the next Parish Council Meeting

The next meeting of Burstall Parish Council is to be held virtually on 11 January 2021, at 7.30pm.

50 To CONSIDER Matters Raised by Members

No matters were raised.

There being no other business, the meeting was closed at 8.37pm.

Signed

Date

Sue Frankis, Clerk to the Parish of Burstall

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