

DENNINGTON PARISH COUNCIL



DRAFT MINUTES OF PARISH COUNCIL MEETING **MONDAY FEBRUARY 19th 2018 which followed the planning meeting(8.10pm)** **In the Jubilee Hall**

Councillors: Robert C .T. Wardley (Chairman), Katherine Whitbread (Vice Chairman), Matt Lunn, Robert C. Rous, John Calver, Mary Mann, Doris Dearing, Nick Watts, Rebecca Smith

Copied for information to:- District Councillors Paul Rous and Christopher Hudson County Councillor Stephen Burroughes

invitees: Mr J. Maberly, Ms M. Cole (HT Badingham Playschool)

Present: Councillors - Robert C .T. Wardley (Chairman), Katherine Whitbread (Vice Chairman), Matt Lunn, Robert C. Rous, John Calver, Mary Mann, Doris Dearing, Nick Watts, Rebecca Smith

1. APOLOGIES: C.C. S. Burroughes
2. TO CONFIRM AND SIGN MINUTES OF MEETING HELD ON NOVEMBER 20th 2017: These were agreed and signed as a true record.
3. DECLARATIONS OF INTEREST: Ch. Cllr Wardley (Suffolk Constabulary, Dennington Consolidated Charities), Cllr M. Mann (Village Hall), Cllr R.Rous (DCC, Village Hall, Church), Cllr N. Watts (Village Hall), Cllr M. Lunn (Item 4. spouse of trustee of Playgroup)
4. PRESENTATION FROM MR J. MABERLY RE VILLAGE HALL/BADINGHAM PLAYSCHOOL: (nb This item was for information only). Mr J. Maberly gave a short presentation outlining the ideas for relocating Badingham Playgroup to a site on the Village Hall Car Park. (The playgroup needs to move from its current location in Badingham). He informed the meeting that the playgroup currently had capacity of up to 32 places, and it was hoped with a dedicated building this would increase to possibly 50. The Village Hall Committee/Trustees also hoped that with an increase in adults regularly using the site and car park, that this would lead to an increase in use of the village hall and village amenities. Councillors had some concerns regarding the suitability of the Village Hall car park site for the playgroup and asked whether alternative sites in the village had been investigated. They also expressed concerns that the Village Hall had no plans to charge the Playgroup rent.
5. REPORTS: To include reports from D. Cllrs P.Rous/C. Hudson and C. Cllr S. Burroughes. No reports were received from District Councillors. C.C. S. Burroughes' report had been circulated prior to the meeting. The summary is as follows:-
 - Suffolk School Travel consultation
 - Suffolk chosen as pilot area to retain 100% of business rates
 - Central heqating systems funding for Suffolk residents
 - Ground investigations for Ipswich's Upper Orwell crossings to begin early 2018
 - High needs funding consultation
6. HIGHWAYS AND FOOTPATHS: To include updates:-
 - verge damage at Swainston Way (caravan parking). Ch. Cllr R. Wardley informed the meeting that the caravan had now been moved to a neighbouring garden.
 - signage re village ducks. Ch Cllr R. Wardley informed the meting that he had contacted C.

Cllr S. Burroughes about this matter, but councillors agreed that they did not think extra signage would make any difference.

- tree work (village hall car park, Capons Green). The tree work around the car park has been completed. An estimate of £500 for the tree work at Capon's Green has been accepted and the work will be completed in due course
- pond site kerbing. The work is due to be completed by the end of February 2018.
- speed enforcement update. Regular speed checks were being conducted.
- Maypole Green Rd flooding. Cllr R. Rous informed the meeting that Highways were taking no further action.
- Faded signage at junction of A1120/B1116. Councillors were concerned that Highways would not be taking prompt action to replace the Give Way signs and repaint the white lines demarcating the busy junction close to the school.

7. DATA PROTECTION LEGISLATION CHANGES MAY 2018: To consider buying into the service provided by the DPO Centre Ltd who can provide a quality, cost effective and appropriate service to assist councils. The legislation states that as a minimum, councils are required to: Carry out an 'Impact Assessment' of the datasets we are responsible for

- Identify each of the Data Processors we use, and enter into a written contract with them
- Review our data security practices and data protection training
- Appoint an appropriate person to act as our Data Protection Officer on an ongoing basis (nb Neither the Clerk/Responsible Officer or any councillor can undertake this role).

Costs of this service would be on a sliding scale according to council size and are suggested at £210 for the first year and £100 for the second.

Councillors expressed concerns at the increasing amount of legislative red tape and decided not to buy the service from DPO Centre Ltd, preferring to undertake the work themselves and to appoint a Data Protection Officer from local residents. This will be reviewed if no appointment is possible. (Cllr M. Lunn agreed to lead on this and to begin by undertaking an impact assessment).

8. TO CONSIDER AWARDING GRANT OF £500 TO ASSIST VILLAGE HALL LOTTERY APPLICATION: The village hall committee are currently trying to raise £2,600 locally and have a shortfall of £1,400. The grant would be used to re-surface the village hall car park. Councillors agreed to making the donation of £500.

9. TO APPROVE THE FOLLOWING ANNUAL POLICIES, (UNCHANGED) Standing Orders, Financial Regulations and Asset Register: (copies emailed to councillors). Councillors approved the unchanged polices and Asset Register.

10. CLERK'S REPORT: To include bank balances, cheques signed since last meeting and cheques to be signed at this meeting

Bank Accounts as at 29/01/2018

Current balances: Current acct	£ 4,477.21
Active Saver	£ 1,125.21
Equip acct	£10,409.33

The Clerk confirmed receipt payment of interest earned No 2 acct £7.02 and equip acct £16.94

Cheques signed since last meeting and approved:-

100136	Village Green rent	£ 50
100137	J Westrup	£800
100138	R Wardley/paint	£ 26

Cheques agreed and signed at this meeting:

100139	R Hart/salary	£361.80
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100140	N. Moore/repairs	£ 50
100141	R. Staff/repairs	£100
100142	V. Hall donation	£500
100143	R Hart/mileage	£135
100144	destroyed	
100145	R. Wardley replacement plaque	£34.98

The Clerk reported the following:-

Thank you letters had been received from all recipients of donations agreed at the November meeting - CAB, EAAA, Dennington Parish Church, Dennington Sports and Social Club, Dennington Village Hall

She had written to both District Councillors - D.C. C. Hudson and D.C. P. Rous, (minute 8 November 2017 refers), inviting them to the Annual Parish meeting and to submit a report in advance of the meeting.

11. TO APPROVE ARRANGEMENTS/DATE FOR ANNUAL LITTER PICK: The date was confirmed for Monday April 30th, meeting at the village hall at 6pm. The Clerk was asked to inform the WI and to arrange for equipment etc.

12. CORRESPONDENCE: To note that a reply had been received from T. Passmore (Police and Crime Commissioner for Suffolk)

13. TO CONFIRM DATE AND TIME OF NEXT MEETING:
 May 21st 2018 7pm Annual Parish Meeting
 May 21st 2018 (following the APM), the Annual Meeting of the Parish Council
 The meeting noted that change of date for the September meeting. The new date is Monday September 17th and not 24th as stated in previous minutes.

14. PUBLIC SESSION: Nothing raised

Meeting closed 9.05

Signed _____ Date