

Minutes of a Finance and Planning meeting of Debenham Parish Council held on Monday, April 12th 2010.

Present: Cllr L Cockerton (Chair), Cllr F Winrow-Giffin (Vice chair), Cllr I Baldwin, Cllr R Blackwell, Cllr L Stock and Clerk, D Bedwell.

- 1. Apologies for absence:** Cllr K Baxter, Cllr T Payne, Cllr J Parnell, Cllr Voller
Absent: Cllr J Farthing
- 2. Declarations of interest with regard to items on the agenda and additions to register-**Cllr Blackwell declared an interest on items 5 and 6.
- 3. Minutes of meeting held March 8th 2010-**This set of minutes was deemed to be an accurate record of the meeting held. This was proposed by Cllr Winrow-Giffin, seconded by Cllr Blackwell and agreed by all.
- 4. MEETING OPEN TO THE PUBLIC-**No public present
- 5. To discuss site visit to Debenham Leisure Centre 26.03.10-**Cllr Cockerton, Cllr Winrow-Giffin, Cllr Baldwin, Cllr Blackwell and Cllr Voller met with the DLC's Chairman, Mrs Suzie Morley, who gave a tour of items for consideration, such as the proposed security gates at the side of the sports hall, the community centre floor (some areas are lifting and need resurfacing) and the skate park (the possibility to increase the area). The group had also looked at the flooding near the recycling area and were informed that a camera will be used to survey the drainage. It was also observed that a section of the kitchen was in need of early attention
- 6. To consider application for funding from the Debenham Leisure Centre-**The Council agreed that a meeting should be arranged with the DLC trustees in order to make better considerations regarding the items that can be funded by the Parish Council. The Clerk had been asked to contact the DLC and inform the Chair of the Parish Council's current position. Having been informed by the DLC Chair that the centre was unable to reclaim vat on the oil tank purchase, it was agreed this item would be included on the next agenda for consideration of inclusion of vat in the oil tank grant.
Cllr Baxter would also be reminded to arrange a meeting with Mrs Morley to further discuss matters arising in previous meetings.
- 7. To consider application for funding from Debenham High School – Duke of Edinburgh Award Group-**This initiative was praised by the Council, who would also like to be kept informed of its progress. A £200 donation was proposed by Cllr Blackwell, seconded by Cllr Stock and agreed by all.
- 8. To consider application for a stall on the Green for fundraising purposes-Debenham Skatepark Group-**Cllr Winrow-Giffin proposed that the application be accepted. This was seconded by Cllr Blackwell and agreed by all.
- 9. Community Safety Accreditation Scheme-update-**The Clerk had made further enquiries with the Police Department in Martlesham. At present, a self employed individual cannot apply for accreditation into the scheme unless their business sets out very clear policies. The Parish Council decided not to pursue this matter for the time being.

10. Pest control-update- The Council decided that a clear policy for shoots needed to be agreed and asked the Clerk to prepare a draft for circulation prior to the next meeting.

11. Planning

1. To consider applications for recommendation to MSDC – None received.
2. Approvals/refusals received from MSDC-68 The High Street, Debenham- Planning permission had been refused for the two storey rear extension to existing residential dwelling.
3. Planning correspondence-none

12. Finance

1. RFO report-the RFO report had been circulated to all Cllrs.
2. Bank mandate-update-The Clerk is now in a position to carry out telephone banking but has not received the necessary information to carry out online banking.
3. To adopt the revised Asset Register-Cllr Baldwin proposed that the Council adopt the asset register, subject to the removal of the War Memorial. This was seconded by Cllr Stock and agreed by all. The Clerk would monitor and update as necessary throughout the year.
4. To consider purchase of new laptop-It was agreed that a new laptop (up to limit of £450 including software) would be purchased for the Clerk and that the Parish Council would try to sell the old one. This was proposed by Cllr Winrow-Giffin, seconded by Cllr Stock and agreed by all.
5. Any other finance business-The Clerk reported that the RBS system would be in place for the new financial year. For the purpose of clarity, Cllr Cockerton requested that the different grass cutting areas be treated as separate budget heads.

13. Suffolk County Council Draft Fire Action Plan 2010/2011 consultation document –response requested by 30/04/10-The Council agreed to write a letter to the Deputy Chief Fire Officer outlining the main points raised by the draft document, namely:

- The fact that the level of cover is to remain the same when the number of properties and the population is on the increase.
- 64% were retained firefighters as opposed to full time fire fighters.
- Due to the importance of this service, additional funding needed to be made available.

The Council would also request a copy of the final proposal.

14. SK8499 –update- No news to report.

15. Chair's urgent business: any items not listed on this agenda but of such urgency as to merit, in the Chair's opinion, immediate action. The Chair had received a letter from The Debenham Project, which had been developing services and facilities to help and support carers of those with symptoms of dementia and those they care for. The Council expressed their support for this project and were happy to promote it and advertise it, on the website and Noticeboard, The Clerk was asked to invite a representative of the project to one of the Parish Council meetings or to further inform the Council by way of a letter of what services were available so that they could answer any parishioner's queries.

The Chair had also received notification of the Suffolk Acre Community Awards, for which the deadline for entries would be 30.04.10. Council was asked to consider names of

organisations and individuals that may be put forward. The Clerk was also asked to add it to the website.

16. Meeting open to the Public-No public present

17. Any other business: information exchange/agenda requests only-During the last Parish Surgery, the issue of dog fouling in Low Road had been raised. Council agreed that the possibility of an extra dog waste bin should be considered and this would be added to the next agenda for further discussion.

It was reported that the partial river bank collapse on Aspall Road had still not been dealt with by Suffolk CC, it appeared unsafe and in need of urgent repair. The Chair would contact SCC Bridges Department in order to request action to be taken.

It was suggested that combining the Saturday Parish Surgeries with another organisation, such as Coffee Morning or the Police may increase the number of visitors and that maybe it could be advertised as a combined effort. The Clerk also added that she would like to attend the Surgery in July in order to meet our parishioners. This matter will be further discussed at a future meeting,

18. Date of next meeting: April 19th Ordinary and Employment

19. Temporary exclusion of press and public: That pursuant to the Public Bodies (Admission at meetings) Act 1960 the Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed.

20. SK8499: update

21. Street Cleaning Contract review

There being no further matters to be transacted, the meeting ended 9:50pm.

Date of next meeting: 19th April 2010 (Ordinary), 26th April 2010 (Annual Parish Meeting).

Chair:.....

Date:.....