

Shimpling Parish Council

Agenda for Parish Council Meeting

Monday 26th April 2021 at 7:30pm

You are invited to attend a meeting of Shimpling Parish Council at 7:30pm by Remote Video and phone conference via ZOOM on Monday 26th April 2021.

Members are summoned to this meeting. Press and Public are invited to attend.²

Join Zoom Meeting

<https://us02web.zoom.us/j/84790296733?pwd=OTZ4ci9JOGdhalpPMVYvUVBUTnRxdz09>

Meeting ID: 847 9029 6733

Passcode: 213994

This meeting will be run in accordance with new regulations: 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 2020 Regulations"). Please note that this meeting will be recorded for the purpose of creating accurate minutes. The recording will be destroyed after the meeting minutes have been approved in the following meeting.

Members are summoned to attend the Meeting above to transact the following business. Members are respectfully reminded that each item on the Agenda should be carefully examined. If you have any interest, it must be duly declared.

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| 1 | Absence | To receive and accept any apologies for absence | 1 min |
| 2 | Declaration of Members' Interest(s): | <ul style="list-style-type: none">• To receive disclosure of pecuniary and non-pecuniary interest(s) including gifts of hospitality in excess of £25• To consider requests for dispensation for the agenda item(s) under discussion | 2 mins |

Public Participation Session

This provides an opportunity for members of the public to raise questions about and comment on items on the agenda. Time for this session is limited to 15 minutes (5 minutes per person) unless extended with the prior permission of the Chair. Members of the public are reminded that the Council may not by law discuss or make any decisions on any matter which is not included on the present agenda. Issues outside the scope of the current agenda may be raised with the Council and where appropriate, it can be considered for the agenda of a future meeting. Whilst the Chair and Clerk prepare the meeting agendas together, the Clerk has the final discretion in law as to what is contained on the agenda for a meeting.

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| 3 | Minutes of Meeting | To Approve the minutes of Parish Council meeting held on Monday 8 th March 2021 | 2 mins |
| 4 | Chair's Report | To receive a report from the Chair of the Parish Council | 5 mins |
| 5 | District Councillors Report | To receive the District Councillors report | 5 mins |

6	County Councillors Report	To receive the County Councillors report	5 mins
7	Crime Report	To receive an update on crime issues	2 mins
8	Quiet Lanes	Quiet Lanes: Public Open Meeting	15 mins
9	Rectory Lane	To discuss concerns over the lane and the possibility of applying for Quiet Lane status	10 mins
10	Village Hall	a) To receive an update from representatives on the Village Hall Committee b) To inform PC that business rates for the Village Hall for 2021/22 have been discounted to £0	5 mins
11	Responsible Finance Officers Report	a. The PC have received £230.24 from a VAT claim that was submitted on 10 th March 2021 and 25p bank interest b. The PC also received the first part of the precept for the year, the amount of £4,993.22 and also an extra grant payment of £150.00 c. To acknowledge payments made outside meeting: <ul style="list-style-type: none"> • J. Sinclair – Village Hall Clean £20.00 (LGA 1972, s.133) • Caloo - Playground zipwire inspection £474.00 (Open Spaces Act 1906 ss 9-10) • S. Smith – Gents Lane Leaflets £3.90 (LGA 1972, s.142 (newsletters)) • B. Hutchinson – Playground Works £115.24 (Open Spaces Act 1906 ss 9-10) • ICO Data Protection Fee £35.00 (LGA 1972, s.111) d. Payments needing approval: <ul style="list-style-type: none"> • Clerk's Net salary after Tax (N. Byford) £385.78 • HMRC Tax payment (N. Byford) £96.20 LGA 1972 s 111 (ancillary Powers) • Scribe – Annual Subscription £154.80 (LGA 1972, s.111) • SALC Membership 2021/22 £192.02 (LGA 1972, s.111) • Zoom Subscription £59.95 (LGA 1972, s.111) e. To receive and approve bi-monthly Financial Report and Cashbook statements and all related documents, to approve the bank reconciliation(s) and bank statements to date f. To review reserves and their allocation and sign off g. To review and approve General Reserves Policy	10 mins

12 AGAR and Audits	<ul style="list-style-type: none"> a) To approve and sign off the AGAR (with variances explanation) b) To review the 2020-2021 Internal Audit Report c) To review the Audit Action Plan 2021 d) To receive and approve evidence that the PC has complied with its duties as an employer with regards to automatic enrolment and that it has completed and submitted a declaration of compliance to the Pension Regulator e) Audit Action Plan from 2020 has been addressed and should be closed f) To agree to replace current Data Protection Policy with new Data Protection and Information Management Policy g) To review the updated Data Audit Questionnaire h) To agree to take the fees for the External Audit from the Covid Grant fund (£200) i) To agree to take 8 hours of Clerks time out of the Covid grant fund to get the External Audit completed (£88.64) 	10 mins
13 Clerks Report	Summary of progress: To consider Clerks report, timesheet and approve payment	3 mins
14 Footpath 7	To receive an update on Footpath.7	2 mins
15 Recycling	<ul style="list-style-type: none"> a. To receive an update regarding potential improvements to recycling bank area b. To discuss the location of the recycling banks 	5 mins
16 Planning	<p>Planning Decisions:</p> <ul style="list-style-type: none"> a) DC/21/00374 - Primrose Cottage, The Street, Shimpling, Bury St Edmunds, Suffolk, IP29 4HS – Application for Listed Building Consent. Erection of single-storey link extension between Primrose Cottage and Church Room to facilitate residential use of Church Room ancillary to Primrose Cottage – Granted b) DC/20/05950 - Primrose Cottage, The Street, Shimpling, Bury St Edmunds, Suffolk, IP29 4HS – Listed Building Consent – Repairs to Church Room roof and the adjoining lean to roof. Installation of new insulating membrane and battens, re-using pan tiles and slates, replacing those damaged. Replacement barge boards, soffits and fascias and painted in black barn paint - Granted <p>Planning Applications:</p> <ul style="list-style-type: none"> c) DC/21/01797 - Primrose Cottage, The Street, Shimpling, Bury St Edmunds, Suffolk, IP29 4HS - Listed Building Consent - Erection of single storey rear extension (following the demolition of existing extension) d) DC/21/01796 - Primrose Cottage, The Street, Shimpling, Buy St Edmunds, Suffolk, IP29 4HS - Householder application - Erection of single storey rear extension (following the demolition of existing extension) 	10 mins

- e) DC/21/01886 - Giffords Hall Hartest Hill Shimpling Suffolk IP29 4EX - Application to determine if Prior Approval is required for a Proposed. Change of Use from Offices (B1a) to Dwellinghouses (C3) Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Class 3, Part O - Change of Use to Holiday Let
- f) DC/21/02336 - Land South Of The Street The Street Shimpling IP29 4HS - Discharge of Conditions Application for DC/18/04254 - Condition 13 (Agreement of Materials)
- g) DC/21/02438 - Home Farm, Chadacre, Shimpling, Suffolk IP29 4JD - Application to determine if Prior Approval is required for a proposed Erection, Extension or Alteration of a Building for Agricultural or Forestry Use. Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 6 - Erection of agricultural storage building(following demolition of existing building).

17 The Bush	To receive an update regarding The Bush Public House	5 mins
18 COVID Emergency Fund	a) To receive and agree any applications from the Emergencies Fund: <ul style="list-style-type: none"> • None received 	2 mins
19 Playground	To receive an update on the playground works	5 mins
20 The Coal House	To discuss concerns regarding The Coal House	5 mins
21 Daffodils	Discuss request to plant more daffodils to achieve a 'golden mile' to Shimpling village	5 mins
22 Correspondence received	Email from resident regarding Recycling Location (discussed earlier) Email from resident regarding Rectory Lane (discussed earlier) Email from resident regarding Daffodils (discussed earlier)	2 mins
23 Urgent items to be brought to the attention of the Council	To consider any items not already within the agenda, or any items received after publication of the Agenda and before the date of meeting. <i>Please note: The Parish Council are unable to make any formal recommendations or decisions, or to approve any expenditure on items raised under this item, unless failure to do so could result in placing persons or property at risk of injury or damage. In such circumstances they me exercise emergency powers to conclude a recommendation and action.</i>	4 mins

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Total 120 mins

Natasha Byford
Clerk to Shimpling Parish Council
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07940 223200

Filming

The Council, members of the public and the press may record, film, photograph or broadcast the meeting when the public and the press are not lawfully excluded. Any member of the public who attends a meeting and objects to being filmed in such a way should advise the Clerk who will instruct that they are not included in the recordings.

Anyone (including Councillors) wishing to record, film, photograph or broadcast the proceedings is expected to make their intentions known to the Clerk before the start of the meeting so that the Clerk can determine whether there is anyone who does not wish to be filmed etc in such a way in accordance with the above provision. Live Commentary may not be permitted if it is disruptive.

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Commonly used Acronyms

Acronym	Meaning
SALC	Suffolk Association of Local Councils
SCC	Suffolk County Council
BDC	Babergh District Council
CAS	Community Association Suffolk
PC	Parish Council
PCSO	Police Community Support Officer
GDPR	General Data Protection Regulations
SID	Speed Indication Display
LPA	Local Planning Authority (BDC)
LGA	Local Government Act