

OUSDEN PARISH COUNCIL
Minutes of the meeting held on Tuesday 11th July 2023.

Councillors present: John Gale (Chairman), Guy Holland Bosworth, Geoffrey Ingham and Helyn Dudley.

Also present: Joanne Kirk (clerk), County Councillor Bobby Bennett and District Councillor Mike Chester.

- 1. Acceptance of apologies for absence.**
No apologies were received.
- 2. Declaration of Interest in items on the agenda and dispensation requests.**
No interests were declared and no dispensation requests were received.
- 3. Approval of minutes of the Annual Meeting of the Parish Council held on Tuesday 9th May 2023.**
It was resolved that the minutes were correct. The chairman then signed them.
- 4. Public session.**
No issues were raised.
- 5. County Councillors Report.**
County Councillor Bobby Bennet spoke about the following:
 - SCC is working to provide support for people on pre-payment meters.
 - SCC is working on a plan for a new Suffolk based fire service, rather than sharing with Cambridgeshire.
 - SCC is putting out messages asking people to be aware of the risk of fires in the dry weather and disposing of vapes and batteries safely.
 - She is working on a project to re-procure the Suffolk Library Service.
 - SCC has agreed a deal with Ancestry.com to digitalise its records. All parish registers and transcripts will be uploaded.
- 6. District Councillor's report.**
District Councillor Mike Chester spoke about the following:
 - The make-up of West Suffolk Council has changed. It is now being led by the Progressive Alliance made up of Labour, Independents and one Green party councillor. He will notify Ousden Parish Council of any changes within West Suffolk Council.
 - His visit to the waste recycling centre in Great Blakenham.
 - He has joined the Police and Crime Council.
- 7. Police issues.**
No issues were raised.
- 8. Co-option of two new parish councillors.**
It was resolved that Edward Page-Turner would be co-opted onto the Parish Council.
- 9. Update on list of actions agreed at the last meeting.**
There were no outstanding councillor actions.
- 10. Finance**
 - a) Approval of any payments and signing of Schedule of Payments.**
It was resolved that the following payments would be approved:
 - J P Kirk – expenses - LGA 1972, s111 - **£28.20**
 - HMRC – PAYE - LGA 1972, s111 - **£72.00**
 - McGregor Services – grass cutting – Open Spaces Act 1906, ss 9 & 10 - **£144.00**
 Geoffrey Ingham signed the Schedule of Payments. The Chairman countersigned it.
 - b) Approval of payments authorised between meetings.**
No payments were authorised between meetings.
 - c) Statement of receipts and payments made since the last meeting.**

Receipts

Date	Bank	Description	Supplier	Total
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07/06/2023	Lloyds Bank Current Account	Locality funding for new bench	Suffolk County Council	£800.00
09/05/2023	Lloyds Bank reserve account	Bank interest received	Lloyds Bank	£3.21

Payments

Date	Minute	Description	Supplier	Total
01/05/2023	385/10f	Electricity St Barnabas	EDF	£1.00
11/05/2023	393/13a	Clerk's expenses	Joanne Kirk	£24.35
11/05/2023	393/13a	Internal audit fee	Cathy Whitaker	£70.00
11/05/2023	393/13a	SALC membership	Suffolk Association of Local Councils	£160.38
11/05/2023	393/13a	Grass cutting	McGregor Services	£144.00
30/05/2023	386/12b	Evolvis speed sign 50%	Hargrave Parish Council	£660.07
11/05/2023	393/13a	Annual donation	Ousden Village Hall and Playing Fields	£2,800.00
11/05/2023	393/13a	Playground insurance	Ousden Village Hall and Playing Fields	£300.00
05/06/2023	343/8f	Grass cutting	McGregor Services	£144.00
01/06/2023	385/10f	Electricity St Barnabas	EDF	£1.00
Staff costs as per confidential cashbook				

Transfers

	From	To	Amount
11/04/2023	Lloyds Bank reserve account	Lloyds Bank Current Account	£500.00
02/05/2023	Lloyds Bank Current Account	Lloyds Bank reserve account	£6,500.00
12/05/2023	Lloyds Bank reserve account	Lloyds Bank Current Account	£500.00
30/05/2023	Lloyds Bank reserve account	Lloyds Bank Current Account	£500.00
05/06/2023	Lloyds Bank reserve account	Lloyds Bank Current Account	£500.00

d) Bank balances as of 30th June 2023.

Lloyds Bank Current Account	£1,275.45
Lloyds Bank reserve account	£8,772.02
Total in Banks	£10,047.47

Geoffrey Ingham verified and signed the bank statements.

e) Approval of the continued use of electronic banking.

It was resolved that Ousden Parish Council would continue to use electronic banking.

9. Planning.

No issues were received.

10. To review the following policy documents.

a) Financial Regulations.

It was resolved that the following amendments would be made and the amended version uploaded onto the website:

- Section 4.5 - amend the amount the clerk and Chairman can authorise outside meetings to £800 as this seems a more realistic amount with costs increasing.

- 5.5c – amend to:

a) *fund transfers within the councils banking arrangements as required to ensure invoices can be paid or to the reserve account, provided that a list of such payments shall be submitted to the next appropriate meeting of council.*

b) Standing Orders.

It was resolved that no amendments were necessary.

c) Scheme of Delegation.

It was resolved that the following amendments would be made to ensure the smooth running of the Parish Council between meetings:

- Clerk to make minor decisions relating to the day-to-day running of the Council in conjunction with the chairman, when the stance of councillors is known and the decision is not considered to be controversial. Clerk to email councillors giving a deadline for responses.
- Clerk to make minor decisions relating to the management of website.
- Defibrillator. Clerk and John Gale to make minor decisions and payments up to £200 for replacement parts.
- Playing field. Clerk, chairman and Adrian Lee authorised to make minor decisions which are not controversial and to make payments of up to £500 for replacement parts and ongoing repairs to playing field equipment.
- TCA applications. All TCA applications will be referred to councillors. The recommendations of West Suffolk Council's tree officer will be accepted unless a tree is to be felled and councillors feel it should be protected by a TPO because it has amenity value in the village.
- In the event of clerk being off work, where possible the clerk will forward on emails or divert them to the chairman. Holding response will be sent by the chairman saying that no decisions can be made until the next meeting. Urgent interim actions normally carried out by the clerk, (but no decisions) will be carried out by the chairman or vice-chairman, for example requesting extensions to planning applications, holding responses to emails, speaking to residents about local issues providing no decisions are required.

All decisions made under delegated powers to be reported to the Council at the next meeting.

11. To discuss any highways/Rights of Way issues/tree/transport issues.

a) Email from 20's Plenty for Suffolk asking Ousden Parish Council if they would be interested in getting involved with the scheme.

It was resolved that Ousden Parish Council would support the scheme and try and engage with other parishes to have a wider conversation about speeding.

b) Latest ANPR camera figures and speeding enforcement.

Ousden – Front Street. Total photos taken: 683

- 27-30mph – 223
- 31-34mph – 226
- 35mph+ – 234
- Fastest speed – 48mph

c) Setting up a Community Speedwatch scheme.

Only one person expressed an initial interest. As at least six volunteers would be needed it was agreed that setting up a scheme would be unworkable.

12. To discuss any village issues:

a) Dumping of litter on the access track to the phone mast.

As the land has now been cleared and large tyres put across the entrance to the track it was resolved that no further action would be taken.

13. To discuss any correspondence.

a) Email from the Greenest Community Network.

It was resolved that Ousden Parish Council would not sign up to receive emails at this stage.

14. Any other business for noting or including on the agenda of the meeting on Tuesday 12th September 2023.

No issues were raised.

There being no further business the meeting closed at 7pm.

Signed (Chairman) Dated