



LITTLE MAPLESTEAD PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING
HELD ON: Wednesday 13th March 2019
AT: School Farm Cottage, Little Maplestead

Present: Cllr Alton, Cllr Bates, Cllr Crudgington, Cllr Piper.
In the Chair: Cllr Piper
Clerk: Mrs Ann Harris

1. Apologies

Apologies were received from Cllr Holloway (in hospital) and Dist Cllr J O'Reilly-Cicconi (conflicting arrangement elsewhere.)

2. Minutes of Previous Meeting

The minutes of 9th January 2019 were approved as a correct record of events.

Proposed: Cllr Crudgington **Seconded:** Cllr Bates

3. Declarations of Interest

There were no declarations of interest.

4. County/District Matters

No report.

5. Progress Updates and Councillors' Reports (initials indicated)

- 5.1 **Defibrillators and VETS Scheme - BP:** Cllr Piper reported that information relating to the defibrillators and the VETS scheme will appear in the April issue of the Parish Magazine. He suggested that this information should be posted on the LMPC web site, and reported that he is investigating a possible wider use for the VETS arrangement which could be of benefit to parishioners in other ways.
- 5.2 **Footpaths - GH:** No report.
- 5.3 **Highways - GH:** Cllr Alton will follow up with Cllr Holloway on progress re the request from Parishioner Peter Nott of Collins Farm.
- 5.4 **Mobile Phone Mast/Sudbury Road Land - DA:** Cllr Alton reported the detailed response from the Mobile Phone Company has been delayed because of the executive's holiday. However he is expecting further information about the possible siting of a mobile phone mast on the Sudbury Road land shortly and will report back to the next meeting. Cllr Piper asked that a decision on the matter should now be achieved without further delay.
- 5.5 **Parish Room - TB:** The Parochial Church Council has written to the Parish Council (email from Kevin Caddy dated 16th February) to request Parish Council support for the Parish Room to be built in the vicinity of the Little Maplestead Church. After a detailed discussion it was agreed, by a majority decision, that the Council would support the proposal but with two caveats: one that the Council will not have any responsibility for the maintenance either financially or in any other way, of this Parish Room and two that if, as the plan progresses, any further expressions of support from the Council are required then the PCC will formally request this from the Council as and when the need arises. The Clerk was asked to write to the PCC to confirm this position.
- Proposed:** Cllr Piper **Seconded:** Cllr Bates **Passed by a Majority Decision.**



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- 5.6 **Playing Field:** The Clerk has written to the Councillors outlining the six matters relating to the Playing Field that require approval to proceed. The decisions were as follows:
- Second Playing Field Bench:** Cost £812.16 plus VAT from British Plastics
Proposed: Cllr Piper **Seconded:** Cllr Bates **Passed by a Majority Decision**
 - Bases for Benches:** Cost £900 from lowest quote David Shreeve
Proposed: Cllr Piper **Seconded:** Cllr Bates **Passed Unanimously**
 - Repairs to Footpath:** Cost £650 plus VAT from lowest quote DAP Landscapes
Proposed: Cllr Crudgington **Seconded:** Cllr Piper **Passed Unanimously**
 - Hedge Removal and Replacement Metal Railing:** Cost £1,100 plus VAT from lowest quote DAP Landscapes.
Proposed: Cllr Crudgington **Seconded:** Cllr Piper **Passed Unanimously**
 - Playing Field Entrance Replacement Railing and Gate:** Quote from DAP Landscapes for £1,355 plus VAT obtained in order for the Clerk to apply to BDC for a Councillor's Community Grant of £375 as a contribution to this expense.
It was agreed that the Clerk should submit this application asap.
 - Repair and Replacement of Play Equipment Bases:** Cllr Crudgington proposed that, on the basis of his discussions with another potential supplier (Bounceback) and also an independent Play Inspector's report, this should be sourced from Playquip who have undertaken work for the Council in the past. Playquip's quote totalling £4,551.03 has been sent to all Councillors and agreed as the maximum cost. The final cost will be reported to the next Council meeting.
Proposed: Cllr Crudgington **Seconded:** Cllr Alton **Passed Unanimously**
- 5.7 **UEA Parish Orchard Survey - TB:** Cllr Bates reported that further investigation work would be undertaken probably in the spring.
- 5.8 **Village Gate/Sign - BP:** Cllr Piper will make a proposal to the next Council meeting either to continue to assess cost and advisability or to remove item from the Agenda.
6. **Public Forum**
No members of the public were present.
7. **Business Items**
- 7.1 **Proposed Budget 2019/20:** The 2019/20 proposed budget, indicating anticipated expenditure of £6,887.36 was agreed unanimously.
8. **Clerk's Report**
- 8.1 **Banking Arrangements:** The paperwork to add Cllr Bates as an Authorised Signatory will be requested from Lloyds Bank.
- 8.2 **Tesco Bags of Help:** The Council has been awarded £1,000 which will be allocated against the cost of the additional bench mentioned in 5.6i above.
- 8.4 **Counsellor's Community Grant 2018 Grant:** Awaiting the outcome of the application for £375 to be applied against item 5.6v above.
- 8.5 **Calor Fund:** It was agreed that the Clerk would submit an application for a grant of £5,000 from this fund to cover the resurfacing of the area under the Rockers in the Play Area and also the development of a village map plus lectern-type board for its display in the playing field.
9. **2019 Parish Council Elections Thursday 2nd May 2019**
It was noted that the nomination period for Councillors opens on **Tuesday 26th March** at 9.30am and closes on **Wednesday 3rd April** at 4.00pm



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10. 2019/20 Proposed Parish Council Meeting Dates:

- 10.1 Annual Parish Meeting and Annual Parish Council meeting: Wednesday 15th May 2019
- 10.2 2019/20 Parish Council Meetings (Wednesdays): July 17th, September 18th, November 20th, January 15th, March 19th.

11. Financial Report

11.1 Bank Balances

As at 1st March 2019 the balance of funds held at Lloyds Bank, following Receipts and Payments noted below, is **£15,965.53**

11.2 Ratification of Payments since 3rd January 2019

Nil

11.3 Notification of Receipts since 3rd January 2019

3rd January £4,111 from ECC for CIF Grant

5th February £63.75 Bursary Payment from EALC for Clerk's training courses

18th February £1,000 Grant from Tesco's.

12. Planning

12.1 Applications Received:

None

12.2 Application Decisions:

None

13. Correspondence

The proposal from Images By Hand was discussed in connection with item 8.5 above and it was decided that the Clerk should investigate costs.

14. Items for Next Agenda

Note that no decisions can be lawfully made under this item: LGA 1972 Section 12 10(2) (b) states that business must be specified, so Councillors cannot lawfully raise matters for decision.

15. Date of Next Parish Council Meetings:

This will be the **Annual Parish Meeting** and the **Annual Parish Council Meetings** which will both take place on **Wednesday 15th May 2019** at 7.30pm at **The Round Church**

SIGNED (CHAIRMAN) DATE: