



STANTON PARISH COUNCIL

Clerk to the Council: - Mrs Joy Hart, Sucrierie, Old Bury Road, Stanton, Suffolk IP31 2BX

Tel: - 01359 408759

Email stantonparishcouncil@gmail.com

Chair – Francis Hart

Vice Chair – Barbara Smithson

NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF THE PARISH COUNCIL WILL BE THE ANNUAL MEETING OF THE PARISH COUNCIL ON

THURSDAY 6 MAY 2020 AT 7PM BY ZOOM CONFERENCE – THE MEETING MAY BE FILMED OR RECORDED

Councillors are summoned to attend.

AGENDA

- 1. Election of Chairman:**
Election of Parish Council Chairman for 2021-22. Newly elected Chairman to sign 'Acceptance of Office' declaration before proceeding with meeting.
- 2. Election of Officers**
 - a. Vice Chairman
 - b. Responsible Financial Officer/Clerk
- 3. Roll Call and Apologies for absence:**
To receive and consider acceptance of apologies for absence
- 4. To consider and approve minutes of previous meeting:** 8 April 2021
- 5. Public Forum:** The public are invited to notify the Clerk by email at Stantonparishcouncil@gmail.com if they wish to take part in this virtual meeting and to outline the question they would like to put to the Council in advance if possible. Details of how to join the meeting will be sent by return.
- 6. Report from:**
 - a. B Cllr J Thorndyke
 - b. S C Cllr J Spicer
- 7. Clerk's Report:** Any queries with report enclosed with agenda.
- 8. Declarations of Interest:** To declare any interest in items on the Agenda
- 9. Planning Applications**
 - a. **New Applications**

DC/21/0623/FUL | Planning application - one temporary static caravan for a period of three years | Hillcrest Nursery Barningham Road Stanton IP31 2DU

DC/21/0688/HH | Householder planning application - first floor side extension with balcony | Doctors Hall Bury Lane Stanton IP31 2DF

DC/21/0704/HH | Householder planning application - conversion of existing garage to study with pitched roof to study and front porch following removal of flat roof | 21 Hilltop Way Stanton IP31 2EB

b. Determined Applications

Reference	Address	PC response	West Suffolk decision	Decision date
DC-20-2065-OUT	George Hill Nurseries	Object	Refused	09/04/21

10. Coronavirus Updates

- a. To receive updates from Clerk and to discuss actions necessary in light of latest guidance from Government, County and District Councils relating to Covid 19.

11. Matters for discussion:

- a. To discuss the 'Best kept garden' competition 2021 (Chair)
- b. To consider the repair /replacement of the SID (Chair)
- c. To receive an update on the Quiet Lanes Project and consider donation for second and subsequent lanes to be designated (Cllr Kemp)

12. Statutory Business/Governance (Clerk)

- a. To review and adopt Standing Orders 2021-22
- b. To review and adopt Financial Regulations 2021-22
- c. To review and approve the Asset Register 2021
- d. To approve the Statement of Internal Control 2021-22
- e. To receive notice of the resignation of the Internal Auditor – Tony Mansfield and to appoint a Councillor to undertake quarterly Internal Audit checks until a replacement can be appointed.
- f. To agree other Councillor Areas of Responsibility
- g. To complete the Action Plan for 2020-22 and agree the Action Plan for 2021-22

13. Accounts

- a. To raise any issues in respect of the end of year accounts, bank reconciliation and balance sheets.
- b. To receive the Internal Auditor report 2020-21
- c. To approve the Annual Governance Statement 2020-21
- d. To approve the Statement of Accounts 2020-21
- e. Approval of the Local Council Insurance Renewal due on 1 June and authority to pay premium of £1927.38 by BACS.
- f. To approve and authorise the accounts as below (General Power of Competence applies)
- g. Bank Account total as at 30/4/21 - £114,240.00
- h. To approve a 3-year Maintenance contract for the Clock Tower at £539 + VAT

Table 1 List of payments and receipts

PAYMENTS					
Payment No	Description	Supplier	Net	VAT	Total
DD	Electricity - Floodlights	EDF Energy	11.43	0.57	12.00
DD	Electricity - Clock Tower	EDF Energy	24.76	1.24	26.00
DD	Telephone and Internet	Now TV	25.99	0.00	25.99
10	Accounts Annual Subscription	Scribe	665.00	133.00	798.00
11	Grass Cutting Recreation Grnd	Vertas	662.09	132.42	794.51
11	Grass Cutting Village	Vertas	388.69	77.74	466.43
11	Grass Cutting Cemetery	Vertas	298.27	59.65	357.92
12	CCTV Service	Pentagon Security Systems	65.00	13.00	78.00
13	Play Area repairs	Mortimer Contracts	875.00	175.00	1,050.00
14	Toilet Cleaning	Anna Watkins	36.00	0.00	36.00
16	Internal Auditor Annual Fee	Mr Tony Mansfield	150.00	0.00	150.00
17	Resiting of Defibrillator	Alan Kemp Electrical	80.00	16.00	96.00

18	Play Area Inspection Training Course	Elmswell Parish Council	200.00	0.00	200.00
19	Water leak repair	Willowserve	355.00	71.00	426.00
20	Data Protection Annual Fee	ICO	35.00	0.00	35.00
21	Legal fees	Irwin Mitchell	500.00	100.00	600.00
22	Legal fees	Irwin Mitchell	455.00	91.00	546.00
23	Village Hall loan	PWLB	10,064.91	0.00	10,064.91
15,24,25	Staff salaries	Clerk, street cleaner and litter picker	1,190.95	0.00	1,190.95
			16,083.09	870.62	16,953.71
RECEIPTS					
08/04/21	Water refund from Village Hall	VHMC	59.82		
29/04/21	Precept	West Suffolk Council	69,092.00		
21/04/21	Electricity Refunds	EDF	37.03		
23/04/21	VAT repayment	HMRC	481.95		
	Allotments	Allotment holders	84.50		
			69,755.30		

14. Correspondence from Borough and County Councils

- a. Message from West Suffolk Planning Policy Consultations
- b. Town Centre Recovery - Message sent on behalf of Julie Baird - Director (Planning and Growth)

15. Correspondence

- a. ES - Re: Park and Stride for Stanton Primary

Signed *Joy Hart*

Mrs Joy Hart

Date 29 April 2021

Date of next scheduled Parish Council meeting: Thursday 10 June 2021 at 7pm