

DRAFT UNTIL SIGNED

FARNHAM WITH STRATFORD ST ANDREW PARISH COUNCIL  
Minutes of the meeting held Monday 10 February 2020 at the Riverside Centre

Present: Councillors Ian Norman, Gordon Gilbert, Ian Tayler, Jill Pass, Rosemary Conibeer, Tim Plant

Apologies: Richard Ayres, Councillor Andrew Reid (SCC)

In attendance: Parish clerk Debbi Tayler

**93/19 Apologies**

Apologies were received from Councillors Ayres and Reid.

**94/19 Declarations of Interest**

There were no declarations of interest.

**95/19 Minutes of meeting held 13 January 2020**

The minutes of the meeting were unanimously approved and signed.

Councillor Norman raised the issue of the large pothole on Great Glemham Road.

When the water has cleared the clerk will take a photograph and report it.

**96/19 Co-option of parish councillor to fill vacancy**

Councillor Norman advised there had been two applications for the vacancy for a Farnham parish councillor following the death of Councillor Lee. These were from Sarah Morgan and Michael Light both living in Farnham. Following discussion and a vote Michael Light was duly co-opted.

**97/19 Questions from the public**

A discussion was had about the erection of a mirror on the side of the road outside Farnham church. It was not clear if permission was required and it was agreed that the clerk will write to Suffolk Highways about this.

**98/19 Reports from County and District Councillors**

Councillor Reid provided a report that has been circulated.

**99/19 Clerk's Report**

The correspondence log was circulated.

In terms of a date for a litter pick it was agreed that councillors will do their own areas and report back at the next meeting. Councillor Conibeer reported that she, her husband and son had collected a considerable amount of rubbish from the roads around Farnham church including a lot of empty beer cans. The very next day she found a tied up bag of beer cans and a bag of food related rubbish that had spilt. It was agreed that the clerk will put an article and photo about this in the parish magazine.

The clerk advised she has reported building work going on at the The Old Post House as there has been no planning application. Enforcement will make a site visit. The clerk advised that the hedge outside The White House has been trimmed and the verges tidied. Thanks to be given to Ben Coxon, the householder.

The chair received a phone call advising him that someone had had a tattoo done at Parkgate Farmhouse even though planning permission for the business was denied. Councillor Norman has spoken to Enforcement who will investigate.

**100/19 RFO's report**

On 31 January there was £6383.80 in the council's bank account.

There were three invoices for approval.

Clerk's salary inc mileage	170.30	Legal power LGA 1972 s.112
PAYE Month 11	38.40	LGA 1972 s.112
Audit briefing	19.20	LGA 1972 s.111

The invoices were all approved. The balance in the account is now £6155.90.  
There was one receipt of £5 from Jane Konopka in respect of allotment rent.

**101/19 Review of Standing Orders 2019/20**

The clerk presented the Standing Orders which were unchanged from the previous review. It was agreed they were fit for purpose and must be adhered to.

**102/19 Review of Financial Regulations 2019/20**

The clerk presented the Financial Regulations which were unchanged since the previous review. It was agreed they were fit for purpose and must be adhered to.

**103/19 To agree the Internal Control Report 2019/20**

The clerk provided copies of the reviewed Internal Control Statement and Report. This has been amended following the internal audit for 2018/19 and is now in line with the SALC template. The statement and report were approved and signed.

**104/19 Reports from external meetings**

Councillors Conibeer and Tayler attended a meeting with representatives from the Riverside Centre to further discuss the arrangements for a VE Day event which is on 8 May. This is likely to be an afternoon event with music, videos, dancing and a tea. The clerk advised she will be attending a Steering Group meeting for the Air Quality Management Area at ESC on 25 February.

**105/19 Items for future meetings**

To include an update on the litter pick.  
It was agreed to cancel the April meeting as the clerk will only just have returned from holiday.

Date of next meeting 9 March.

The meeting was closed at 20.49.

Signed.....Date: \_\_\_\_\_