

Groton Parish Council
Minutes of the Meeting held at 7 pm Wednesday 24 January 2018 at Groton
Village Hall, Broad Street, Groton

Present: C Fraulo, P Roberts, A Dixon-Smith, D Wills, J Osborne (from 7.35)

In attendance: A Robinson (Clerk), B Hurren (BDC)

C Fraulo took the Chair as J Osborne had advised that he would be late arriving.

1. **Apologies for absence** – N Cox
2. **Councillors' declarations of interest** – none.
3. **Reports** – B Hurren (BDC) confirmed that the Goodlands application had been turned down. An application for the Sand Hill development is anticipated. Fees for planning applications are increasing. The Council Tax budget will increase from SCC, BDC and the Police. The Local Plan consultation is now closed and is being considered. The Boundary Review response is expected shortly. There are problems at BDC with serious financial repercussions from the move to Endeavour House. He is happy to help with any broadband issues as raised by C Fraulo.
4. **The Minutes** of the meeting of 1 November were approved and signed.
5. **Reports and questions from Councillors** – J Osborne took the Chair. D Wills said that there were problems with the paper recycling bank in the Fox & Hounds car park. People were putting cardboard in which meant that the bank was not being emptied. The Village Hall Committee had asked who had responsibility for the bank. It was confirmed that it was the pub's responsibility as it was on their land, with the income going to the Village Hall. D Wills also advised that the VH Committee had asked how big the Community Emergency Plan box would be and it was confirmed that it would not be large. J Osborne advised that at the Boxford United Charities meeting last year proposals for uniting it with Groton United Charities were agreed. It has been confirmed that the name should be Boxford and Groton United Charities. The PC should nominate two trustees to represent Groton.
6. **Boxford and Groton United Charities** - it was resolved that Catherine Lucas and Jeremy Osborne were nominated.
7. **Planning Matters**
 - 7.1. **Applications received** – none.
 - 7.2. **Planning decisions received** – B/16/01635/LBC Spout Farm, Spout Lane CO10 5HA – discharge of conditions notice; B/17/00175 3 Groton Street CO10 5EE – non material amendment; B/17/01010/FUL – Groton Manor Farm, Castlings Heath CO10 5ET – discharge of conditions.
 - 7.3. **Joint Local Plan update** – this is under consideration as noted above.
 - 7.4. **Local housing update** – J Osborne has chased Hastoe who advised that they should be able to hold a consultation meeting in the next month or so. He and C Fraulo are holding a meeting with their representative next week and will provide an update at the next meeting.
8. **Chairman's and Clerk's reports and correspondence** – C Fraulo advised that Simon Frost, Chair of Milden PC, is co-ordinating attempts to improve broadband in the area. She herself has contacted the CEO of Openreach and she will keep everyone updated of any progress. It was resolved that the Annual Meeting would take place at 7pm on Wednesday 2 May and the Annual Parish Meeting at 7.30pm the same evening. The Clerk will bring all donation requests to the attention of the PC at the March meeting. She also needs to update the Standing Orders and Financial Regulations in order to comply with a suggestion in last year's internal audit and will do so next month, time permitting. The Clerk had already advised the PC of her resignation. She is happy to continue until a new Clerk is found, but with a longstop of the end of November 2018. It was resolved that she would draft advertisements for the BRN and the SALC website,

confirming that training would be given to a suitable applicant if required. Consideration will be given to advertising in The Village Edition if required. The Clerk has booked a place on a free SALC training session relating to the new external audit regime later this month.

9. Highway and Footpath matters

- 9.1. **Footpath cutting** – C Fraulo reported that a blackthorn had fallen onto the footpath on A Dixon-Smith’s land in Goslings Green. He will have it removed. It was resolved that the PC would meet with the new footpath contractor before May to agree timing of the cuts.
- 9.2. **Dog waste bin** – the Village Hall Committee had confirmed that they would like the new dog waste bin placed next to the footpath sign 50 yards from the Village Hall in the direction of Primrose Cottage. The Clerk will check with BDC that they are happy with that location and C Fraulo will liaise with the neighbouring landowner.
- 9.3. **Other Highway or Footpath matters** – Howe Road (also known as Hole Farm Lane) is in a very poor state of repair again despite the extensive work carried out last year. Heath Road (past Frog Hall) is also full of potholes. The Clerk will report both to SCC. A resident had reported an issue with standing water in Groton Street but the PC did not consider it sufficient to merit reporting to SCC.

10. General Data Protection Regulations – Following the latest update on the Data Protection Regulation it was resolved to advise SALC that the PC was interested in the lowest level of service offered by the DPO Centre.

11. Financial matters

- 11.1. The Statement of Finance and Orders for Payment were approved as under, proposed by P Roberts and seconded by C Fraulo. The accounts for the third quarter will be checked once an up to date bank statement is received.

Reserve Account as at 29 December 2017	£3518.95
Current Account as at 3 November 2017	<u>£5920.90</u>
Total	£9439.85

Cheque No	Amount £	Payee	Purpose
000751	476.66	Anita Robinson	Clerk’s salary 1/10/17-31/12/17
000752	23.08	Anita Robinson	Clerk’s expenses
000753	21.60	SALC	Payroll provision for 6 months

11.2. The adequacy of the budget was considered and approved.

11.3. The draft budget for 2018-19 was considered and approved. The proposals for the precept for 2018-19 were considered and it was resolved to increase the precept from £4149 to £4290 to take into account anticipated increased costs.

12. Future agenda items were agreed as broadband, potholes, dog waste bin.

13. The next meeting will take place on 7 March at 7pm.

There being no further business the Chairman closed the meeting at 8.37 pm.

Chairman

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