

DARSHAM PARISH COUNCIL

MEETING – 9TH JANUARY 2018

DRAFT MINUTES [not yet approved by councillors]

Public Forum – 2 members of public present. It was drawn to councillors' attention that June 21st was designated Suffolk Day and the PC was asked if it would buy a Suffolk flag to display. The churchwarden reported that two limes in the churchyard needed trimming and wondered if the PC could give a grant towards this. Another member of the public had removed several signs from The Street junction with the A12. The website manger sought approval to claim reasonable expenses to go on a course to understand the updated website, which will be temporarily closed by CAS.

1-1 – **The chairman**, Robin Leggate, welcomed councillors John Butler, Chris Poupard, Jasmine Backhouse, Keith Rolfe, Michael Simons, Jean Loveridge, Simon Manning and Ernie Hare. The clerk, Caroline Cardwell, was in attendance. Apologies were received from Suffolk County councillor Richard Smith and from SCD councillor Raymond Catchpole.

1-2 - **Declarations of interest** and any dispensations allowed – none

1-3 - **Minutes** of previous meetings [14-11-17; 5-12-17] were approved and signed as a true record.

1-4 - **Matters arising** not on agenda – the clerk asked to contact Suffolk Highways re 30mph signs that were missing [on The Street] or hidden [Fox Lane].

1-5 – **Reports** – none

1-6 – **Finances** - Balance at 30 Nov 2017 – 11,988.92; Less cheques unrepresented 195.40. **Total assets £11,793.52.** Cheques for approved as follows: no. 771 to Royal British Legion for 50.00 [wreath]; no. 772 to C. Cardwell for 307.70 [net sal Dec/Jan]; no. 773 to Darsham Village Hall cttee for 50.00 [contribution towards Xmas tree]. **Total cheques £407.70.** Councillors appointed Trevor Brown, CPFA, Woodbridge as the internal auditor. Councillors agreed that Cllr. M. Simons should check the accounts according to council policy.

1-7 – **General Data Protection Regulations**, forthcoming – The clerk briefly explained some of the forthcoming legislation and councillors are considering available options for appointing a Data Protection Officer; initial training will be set up by SALC. The council notes that councillors will need to develop their knowledge in this area and the clerk will alert councillors to further developments. It is noted that there will be financial outcomes to be included in budget discussions.

1-8 – **Budget** for year Apr. 2018 to Mar. 2019 – final figures were thoroughly discussed, including future audit and GDPR financial implications. However councillors felt that they would maintain the precept level this year at **£5250**, as any extra expenditure could be met out of reserves. The clerk was asked to inform Suffolk Coastal District Council.

1-9 – **Planning** – Simon Manning reported SCDC permission for Mill Hill Farm access, and that the Priory Farm Barns development has been re-submitted with altered plans. Some further objections to the DC/17/4682 had been made by a resident, mainly over trees. Only 3 trees need to be removed for access and the others will be trimmed as agreed with Nicholas Newton, the SCDC Arboriculture and Lanndscape Manager.

1-10 – **Allotments and orchard** – Cllr. Poupard gave an update on plot holders; one had not yet paid and will be sent a final reminder. There were still problems obtaining quotes for fencing; the PC would initially do about 75 m. and the rest over the next 2 or 3 years. Cllr. Backhouse said there was nothing to report on the orchard; all trees doing well.

1-11 – **War Memorial** listing by English Heritage, proposed – no comments.

1-12 – **Correspondence** and any other business – correspondence received and discussed; councillors agreed to support Westleton Village Hall's application for Lottery Funding; clerk to write. Cllr. Loveridge reported that FP 1 was being used as a driveway. A subscription to Sizewell Parishes Liaison Group was due. Cllr. Simons gave a brief comment on Sizewell C consultations.

The meeting ended at 9.05pm