

Minutes of Troston Parish Council meeting held on Monday 2nd March 2020 at 7.30pm in Troston Village Hall.

Present: Cllrs R Anderson, P Johns, B Burridge, J Moffat & M Merchant.

1. **Apologies for absence** Cllr G. Norris, RAF Honington & C. Cllr R Hopfensperger

In Cllr Norris's absence Cllr Johns chaired the meeting.

2. **Co-option of new Parish Councillor**

Maria Merchant was co-opted on as a new member to Troston Parish Council. The Clerk will submit the required paperwork. **Action Clerk**

Sadly since the last meeting Cllr Robinson has moved away from the village and resigned from the Parish Council. Her input will be missed.

3. **Members Declarations of Interest and Dispensations:**

2.1 To receive declarations of interest from councillors on items on the agenda. None.

2.2 To receive written requests for dispensations for disclosable pecuniary interests. None.

2.3 To grant dispensations as appropriate under Section 33 of the Localism Act. None.

4. **Minutes** – Minutes of Monday 13th January 2020 meeting agreed and signed as a correct record.

5. **Meeting open to the public** None present.

6. **Report from County Councillor:** R Hopfensperger.

Cllr Hopfensperger was unable to attend the meeting but she did send the following: Cllr Hopfensperger thanked the Clerk for visiting a local resident who has concerns about speeding vehicles. She also confirmed that she has completed the application for the new amount for the water softener. With regards to moving the sign, at the entrance to Troston from Gt Livermere, as she explained previously, we can not simply move a sign as there is a TRO attached to it which will need to be re-applied for and this is not cheap. She also said that she has previously explained the position with regards to the roundel on the road. The Clerk will inform Cllr Hopfensperger that the Parish Council are aware of the situation regarding the re-positioning of the 30mph sign, and associated Traffic Regulation Order (TRO) but think that it is vital this is extended now that the entrance to the play area is just where the speed reduction starts. The Clerk will recommend a site visit to discuss the matter. **Action Clerk**

7. **Report from B. Councillor:** S. Brown

No apologies or report received.

8. **Report from RAF Honington**

Apologies were received but they had no report to make.

9. **Progress reports. For information, from:**

9.1. **Chairman.**

No report received as the Chairman was away.

9.2 **Clerk:**

9.2.1 **Defibrillator, Awareness training and VETS.**

The recent training event was a success with 23 people attending from both Troston and Gt Livermere. The next step will be to arrange some Voluntary Emergency Telephone system (VETs) training. **Action Clerk**

9.2.2 Request new VAS post, speed reduction bin stickers

Ahead of ordering a new post the Clerk has asked that a speed count be held in that area. She is still awaiting confirmation. The Clerk will order 50 speed reduction bin stickers. **Action Clerk**

9.2.3 Update on finance and data protection training.

Following her training the Clerk recommended that Councillors either had separate, parish Council dedicated, email address or kept any Parish Council email correspondence separate from their private emails.

9.2.4 Dogs trust bin stickers.

The Clerk has ordered some Dogs trust bin stickers.

10. Finance.

10.1 The following payments were approved

	Admin	£623.11
SALC	Training	£43.75
SALC	GDPR	£9.00
Kallkwik	Newsletter	£133.20
Community Workshop	Defibrillator	£5.10

10.2 Bank reconciliation and accounts update.

The Clerk provided the Councillors with a bank reconciliation, income and expenditure account details and a budget report.

10.3 Confirmation of internal auditor and internal audit review

It was confirmed that we will use Trevor Brown again for this year's internal audit. Cllr Norris will carry out the internal audit review.

10.4 New direct debit instruction, BT

The paper work to set up a new direct debit for the new BT Wi-Fi service, for the village hall was signed by two signatories ready for the Clerk to send off. **Action Clerk**

11. Planning matters

None received.

12. Footpath Leaflet

Update on the footpath leaflet.

This is nearing completion and should be ready to go to print soon.

13. Lottery.

To discuss current position

The cheque has been cashed for the licence. Cllr Burrridge has had to change the account holders details, from the Clerk to herself, as it needs to be held by someone who lives in the Parish in which the lottery is run.

14. Highway/village matters

14.1 Programme of works for the village.

This item was deferred for a further meeting.

14.2 Concerns raised regarding trees in the recent high winds.

Following concerns raised by a number of residents the Clerk provided the following advice: If the trees, that are causing concern, are in a neighbour's garden or other private land then this would be a private civil matter. In the first instance the concerned party should always make contact with the land owner to inform them of their concerns. It's usually advisable to have something in writing (letter or email) in case there is a problem in the future. If the owner of the tree was found to be negligent then the tree owner would be responsible for costs unless a claim on household insurance could be made. If, after extensive searches, residents cannot ascertain the land owners they can write to the local Council as they have limited powers under the miscellaneous provisions act to potentially deal with the trees.

15. Village Hall

Since the installation of the water softener the water is flowing more freely. There is however problems with the existing taps being very furred up. It was agreed that the taps will be replaced with new ones. Following her move from the village Claire Robinson's role as secretary has been taken over by Val Holden. The yoga class is no longer going to be using the hall. The next quiz night is on the 20th March. The coffee mornings are taking off, with lots of people coming along. The Village hall are looking at getting a table tennis table. Painting maintenance of the hall is ongoing. Some new water butts are going to be purchased.

16 Play Area to include:

16.1 Play area report (circulated)

We are still trying to arrange a date to meet with Urban Forestry and Simon Burgess to discuss the outstanding matters with the equipment.

16.2 To receive update on Zip wire and train.

The train carriage has been installed. We are however still waiting for the chains to be extended.

16.3 Football pitch, update

Work has been carried out on the football pitch. The Parish Council agreed to pay for the Initial marking out - £95 and for putting up goals (sockets and post mix provided) - £90. The Clerk will notify the contractors that would like to go ahead with these works.

Action Clerk

17. Heath Wood

No report this month.

18. Councillors reports and items for future agendas.

Cllr Merchant said that she would appreciate a welcome letter from the Parish Council. Cllr Johns will look at the current document and make sure the information is up to date. **Action Cllr Johns**

It was proposed that we try to re-establish the village email list. The Clerk will look into this.

Action Clerk

19. Correspondence for information

19.1 SALC E-bulletin dated 20 February 2020, circulated.

19.2 SALC, New training courses/dates, circulated

20. Date for next meetings. Monday 4th May. To confirm date of Annual Parish Meeting.

21. To consider the exclusion of the public and press in the public interest for consideration of the following items:

21.1 Personnel Issues. None.

21.2 Legal Issues. None.