

**MINUTES OF THE PARISH COUNCIL MEETING OF STAVERTON PARISH
COUNCIL HELD REMOTELY ON 12 AUGUST 2020**

Present: Cllrs. R Lewis RL, D Lewis DL, J Judge JJ; J Cload JC; J Judge JJ

Public:

None

- 01/08/20 Welcome and apologies**
The Chairman welcomed all to the meeting B. Cllr Vine and Cllr Trower sent apologies
- 02/08/20 Declarations of interest on any agenda item**
None
- 03/08/20 Minutes of meeting held on 11 May 2020**
Agreed
To be signed at next meeting **Future Agenda item**
- 04/08/20 Minutes of meeting held on 3 June 2020**
Agreed
To be signed at next meeting **Future Agenda item**
- 05/08/20 Matters arising not covered by any other agenda item**
Bench on village green is an Asset - to be added to register, approximately cost £100 and to add to insurance **A:Clerk**
- 06/08/20 Borough Council report**
NOT IN ATTENDANCE
- 07/05/20 Planning Matters – to include all planning matters received up to date of meeting:**
CONSULTATION
20/00601/FUL
Retention of extension to existing granny annexe - Hayden Laurels
Noted
20/00699/FUL Erection of detached garage. Conversion/alteration of existing garage to provide additional living accommodation. Hayden House, Gloucester Road, Staverton

Members had no objection but Clerk to ask Cllr Trower for opinion

A: Clerk

DECISION

20/00300/FUL Erection of a single storey rear extension LOCATION
Bayeux Bamfurlong Lane

PERMIT

- 08/08/20** **Closure of M5 bridge and traffic through Hayden and Staverton**
Members considered traffic had increased by 100%, with more cases of speeding and large vehicles coming through.
Members have erected additional signage which is helping
- Highways have given us large 30mph signs
- The Chairman has purchased a speed gun and Police volunteers have also been checking the speed of vehicles and have caught someone, they will return.
Members were grateful for their time
Chair considered tradesman are most guilty of bad driving.
- Members agreed that the Chair be reimbursed for the costs of the speeding restrictions as useful tool for the community
- 09/08/20** **Internal Auditors Report**
Members discussed the report and addressed the outstanding issues
- 10/08/20** **Financial Regulations**
The model financial regulations were agreed and Clerk to tailor and upload onto website
A: Clerk
- 11/08/20** **Grants Policy**
Clerk had circulated a draft copy, this was agreed
Chair to sign
- 12/08/20** **Code of conduct**
This was reviewed and agreed, a new code is pending, and JC will attend training
- 13/08/20** **Insurance Review**
Insurance was reviewed and agreed
Members to review assets
- 14/08/20** **Assets Review**
Action Chair
- 15/08/20** **Pension Review**
Chair suggested Clerk join LGPS, Clerk was in agreement and will source further details - this was agreed

16/08/20 Review Polices
Members reviewed and agreed Privacy notice

17/08/20 Website Accessibility
Clerk reported current provided **IONOS** cannot comply with criteria, so members agreed the Clerk to source an alternative, and suggested One Suffolk **A: Clerk**

18/08/20 Correspondence
To be circulated to Chairman

19/08/20 Finance Report
Bank reconciliation was agreed, the Clerk will provide Budget/Expenditure to next meeting
Mandate to be signed so Clerk can manage BACS payment

20/08/20 Payments for authorisation
Payment as list:

501	14
502	24.99
503	636.07
504	23.25
505	128.40
506	36.73
507	224
508	95
	1182.44

The Clerk will post out cheques to the Chairman for signature

21/08/20 Any other business for information or for future discussion only
JJ raised the condition of the Verges around the parish, RL, JC and JJ will notify details to Clerk who will contact Craig Freeman at Highways

JC offered to host the next Zoom meeting

Members discussed rule for Councillor attendance

22/08/20 Date of next meeting
10th November 2020

No further business and the meeting ended at 20.30

SignedDate.....