

**Minutes of the Meeting of Stradbroke Parish Council
held at the Court House, Stradbroke
Monday, 8th October 2018**

Present: Toni Wisbey, David Turner, James Hargrave, Chris Edwards, Velda Lummis, Kamal Ivory, Maureen John
In Attendance: Odile Wladon (Clerk), Cllr Julie Flatman and 4 members of the public.

18.10.1	The Chairman welcomed all to the meeting and reminded those present that the meeting may be recorded.	Action
18.10.2 (1)	Apologies for absence: There were no apologies.	
18.10.3	Declarations of Interest: There were no declarations of interest made at this meeting.	
18.10.4	Dispensations: No dispensations were requested.	
18.10.5 (1) (2)	Councillor vacancies Councillors noted that as no election was called all 6 vacancies may be filled by co-option. Councillors noted that no applications have been received.	
18.10.6	Minutes: Minutes of meeting held 10 th September 2018 were approved as a true record of the business conducted.	
18.10.7	Public Forum There were no comments received from members of the public.	
18.10.8	Cllr Flatman (District - Mid Suffolk) A copy of the submitted report is appended to the minutes. Cllr Flatman commented on how lovely it was to see so many nominations from Stradbroke for the upcoming district council awards. Cllr McGregor (County – Suffolk) Cllr McGregor asked for copies of emails concerning the replacement VAS sign for Westhall – he confirmed he would be meeting shortly with the director responsible for highways and would raise the issue with him. The budget process for Suffolk County Council has started and a consultation has been launched. Cllr McGregor is keen to explore the underutilisation of Hartismere Hospital and the closure of the Gilchrist Birthing Unit.	Clerk
18.10.9 (1) (2)	Planning: Applications for consideration: There were none. Results of planning applications considered by MSDC since the PC last met: DC/18/03643 –The Oaks, Doctors Lane IP21 5HU. NO UPDATE DC/18/03868 –3 Wheatsheaf Cottages, Queen Street IP21 5HH. NO UPDATE DC/18/02634 - 15 Woodfields, IP21 5JQ NO UPDATE	
18.10.10 (1) (2)	Neighbourhood Plan Councillors noted that the independent examiner, Mrs Janet Cheesley has started work on reviewing the Plan and all supporting documents. Councillors noted that the Neighbourhood Plan working group have commenced an audit of current infrastructure as part of the process of preparing a Parish Infrastructure Investment Plan (PIIP).	
18.10.11	Community Land Trust Councillors agreed to apply for a £500 grant to fund a scoping day in respect of the feasibility of setting up a Community Land Trust in Stradbroke.	
18.10.12	Asset Working Group <u>Rent Review</u> Councillors noted that the process is moving forward in accordance with the lease. The Trustees via their solicitor have rejected the Parish Council's proposal and therefore the Parish Council has proposed 2 valuers for the Trustees to review.	

	Councillors noted that the Trustees have stated that they are unable to review the valuers in the time frame requested. The AWG on behalf of the Parish Council will review the request for an extension to the deadline and the Clerk will reply accordingly.	AWG/ Clerk
18.10.13	Finance	
(1)	Councillors noted the following account balances: Current Account - £18,677.56 Deposit Account - £19,395.37 DT initialled the bank statements.	
(2)	Councillors resolved to approve the cheques for signature and noted the receipts in the month, including the 2 nd precept payment, as per the attached schedule prepared by the Clerk.	
(3)	Councillors reviewed the half year accounts and noted the variances against the budget. Councillors resolved to approve the virement report. Copies of the half year accounts and the virement report are appended to the minutes.	
(4)	The Finance Committee will meet in November to work on preparing a budget for the year commencing 1 st April 2019. Documents to proceed with online banking were signed.	
18.10.14	Community Centre	
	TW reported to Councillors on recent meetings of the Community Centre committee: <ul style="list-style-type: none"> • The outside solar powered light is subject to vandalism and has had to be replaced on more than one occasion. • The dusk till dawn lighting to illuminate the play park is being investigated. • Stradbrokeonline website will be published under the auspices of the Community Centre • Other matters – <ul style="list-style-type: none"> ○ Christmas walk ○ Booking secretary still required ○ TW asked for the minutes of the last meeting be amended to reflect that a discussion had taken place on changes to the constitution rather than a decision having been reached. <p>TW informed the Council that she had raised a matter as an individual. TW was concerned that the stradbrokeonline website was still publishing a letter that she considered divisive and opinionated. TW has made it clear that she has raised this matter in a personal capacity and not as part of her role as the Parish Council representative. TW will be responding as an individual to a letter she has received concerning this matter.</p>	
18.10.15	Parish Map	Clerk
	Councillors resolved to print a copy of the new map and replace the copy currently in the noticeboard on Church Street. The damaged noticeboard near the bowling green will be removed.	
18.10.16	The Stradbroke Trust	Clerk
	A letter from the Stradbroke Trust tabled at the September meeting. The Trust offered to answer any queries that arose and a letter of questions was sent to them – copy attached. The Parish Council had not received a response by the time of the meeting and the Clerk was asked to follow up.	
18.10.17	Policies/Procedures for review:	
	The Personnel Committee have reviewed a number of policies, however as they were not quorate the policies will be submitted to the next council meeting for approval.	
18.10.18	Risk Assessment:	
(1)	JH has agreed to carry out assessments of Westhall.	
(2)	Reports were received from Councillors as follows: <ul style="list-style-type: none"> • Community Centre Play Park – a maintenance report has been received and is being reviewed. • Westhall Play Park – a maintenance report has been received and is being reviewed. • Fitness Track – all fine. Volunteer is working once a week to keep track clear. VL reported broken glass near the dug out – Clerk will ask Mr Carrison to clear it up. 	Clerk

	<ul style="list-style-type: none"> • Cemetery – all fine • Permissive Path – walkable 	
18.9.19	Clerk's Report:	
(1)	Medical Centre – Councillors noted that there were no updates received this month	
(2)	Training – there was no updates to note at this meeting.	
(3)	General -Work on the gate at the community centre is complete.	
18.9.20	<p>Correspondence</p> <p>The following correspondence was noted or actioned as follows:</p> <p><u>Emails previously circulated:</u></p> <p>MSDC – CIL bid round 2 information, commenced 1st October 2018</p> <p>SALC – e bulletin:</p> <ul style="list-style-type: none"> • invitation to take part in review of The voice of the Councillor carried out by DeMontford university. • Most Active Village award nominations open – quote from Stradbroke as a winner last year. • Information regarding the Suffolk Records Office in Lowestoft • Suffolk Design survey open till 31st October at : www.suffolkdesign.uk • Information on Tree Wardens • Training dates 	
18.9.21	<p>The Clerk requested that matters for inclusion on the agenda, should be submitted to her by 2nd November 2018</p> <p>Matters raised at the meeting: Personnel Policies for approval.</p>	

There being no further business the meeting closed at 20.50hrs.

Signed: _____
Chairman

12th November 2018

Minute Ref 18.10.8

District Councillor Julie Flatman

Not to be missed

City of London Sinfonia, one of the country's leading professional chamber orchestras, will be performing two Lullaby Concerts at United Reformed Church, Stowmarket on Friday 26 October 2018.

More information and full listings at www.orchestraslive.org.uk www.facebook.com/lullabyconcerts

LULLABY CONCERTS aim to provide inspirational first experiences of live orchestral music to young children and families, particularly in culturally under-served rural and coastal areas, whilst developing the skills of Early Years practitioners and parents to encourage the sustained use of music as a means of learning and play and ensuring music making can flourish. This is the tenth anniversary tour of the Lullaby series.

In 2016, Orchestras Live won **Best Family Event** for the Lullaby Concert tour's contribution to the 2016 Get Creative Family Arts Festival. Voted for by a panel of expert judges from the arts sector, the Commendations recognise the outstanding events that took place within the 2016 Festival and the exemplary family-friendly organisations and venues that participated. In 2017, the Lullaby Concerts tour was shortlisted for an Excellence in Primary/Early Years award in the 2018 Music Teacher Awards for Excellence.

The Autumn 2017 tour was produced by Orchestras Live and City of London Sinfonia in partnership with 7 local authorities and 2 Music Education Hubs. It offered early years children and families a programme of 19 creative workshops and 12 orchestral concerts across Suffolk and Essex. Presented by renowned music leader Claire Henry and assistant music leader Ruth Montgomery, City of London Sinfonia were joined in the concerts by 6 young instrumentalists from local areas, acting a positive role models for the young audiences. Some **1,648 people engaged** with the Lullaby project in 2017.

BSL interpretation: British Sign Language (BSL) is a form of **sign language** that is used in **Britain** and involves the use of hand movements, gestures, **body language** and facial expressions to communicate. It is predominantly used by people who are either deaf or have a hearing impairment.

BSL interpretation will be integrated throughout every performance of The Musical Puzzle.

ORCHESTRAS LIVE is a national music charity, passionate that people from all backgrounds should have the opportunity to participate in and enjoy the highest quality orchestral experience, regardless of their age, background or geographical location.

With over 50 years' experience, we make world-class orchestral music relevant to people's lives through dynamic partnerships and innovative projects, particularly in culturally under-served areas of England.

www.orchestraslive.org.uk | @OrchestrasLive | [facebook.com/orchestraslive](https://www.facebook.com/orchestraslive)

Orchestras Live is supported using public funding by Arts Council England.

City of London Sinfonia (CLS) is the orchestral home to over 40 outstanding professional musicians who come together in the shared belief that music has the power to transform people across all areas of society.

CLS gives over 75 performances every year anywhere from an East London club to international concert halls, cathedrals and opera houses, or communities who because of location or opportunity would not otherwise experience outstanding professional music-making. CLS musicians spend over 150 days every year in schools where social background often creates a barrier to creativity and ambition, in hospitals for young people with severe and challenging conditions, and with older people dealing with loss of loved ones and memory

www.cls.co.uk | @cityoflondoninfonia | [facebook.com/cityoflondoninfonia](https://www.facebook.com/cityoflondoninfonia)

Community engagements attended in September

Parish Councils, Laxfield and Stradbroke 08/09/18

Wilby 26/09/18

Stowmarket business and community awards 28/9/18

Open Stowmarket swimming club additional seating 106 funding from MSDC. 29/9/18

Community engagements planned for October.

Judging Panel of community Stars 03/10/18

Disability Forum 22/10/18

Parish Councils, Laxfield and Stradbroke 08/10/18

Lullaby concert 26/10/18

Attending Stars community awards 18/10/18



**Stradbroke
Parish Council**

Mill Hill House, Church Lane, Wickham Skeith, Suffolk IP23 8NA
tel: 07555 066147
email: stradbrokepc@outlook.com

27th September 2018

The Stradbroke Trust
Hayfield House
Neaves Lane
Stradbroke
Suffolk
IP21 5JE

Sent via email to all Trustees

Dear Trustees

Stradbroke Parish Councillors have had an opportunity to review your letter to the Parish Council dated 7th September 2018. Councillors welcome the Trust's desire for openness and willingness to share information and all councillors appreciate the work carried out by the volunteers. Councillors also note and welcome the Trust's offer to clarify any matters that might arise from your letter.

As your letter will be an agenda item at the October Parish Council meeting, Councillors have asked me to write to you seeking clarification on some aspects of your letter that they would like more information about.

Councillors have raised questions that seem to fall into three main areas;

- a. 1996 to end of initial loan period,
- b. expenditure since 2008, and
- c. other matters including future projects.

1996 to end of initial loan period

- 1) As the accounts for the Trust show a build cost of £139,676.39, please would the Trust provide a breakdown of the £200,000 stated in your letter as the cost of the building, finance costs and professional services.
- 2) In his booklet concerning the community centre site Mr Jenkins states that the initial costs were funded by:
 - i) £32,000 from village donations
 - ii) £25,000 from the NHS
 - iii) £11,900 from the Rural Development Fund
 - iv) Loan

Councillors would like to know what was the total loan taken out in 1996 and was there any other funding obtained? Could you confirm the date that the loan was discharged? The Trust has quoted two dates for this which vary by 2 years.

- 3) How much rent was received by the Trust from the NHS during the initial 11 year period?
- 4) What were the costs of maintenance and repairs during the first 11 years starting from 1996?
- 5) Were any upgrades made to the Health Centre during this time and, if so, what were they and what were the costs involved?

Expenditure since 2008

- 6) Your letter states that over the last 11 years the total NHS rent received by the Trust is £120,000. From information available Councillors have assumed the following annual breakdown:

to April 2009	£9,700.00 (as per supplemental lease dated 2007)
to April 2010	£10,806.75 }
to April 2011	£10,464.00 }
to April 2012	£11,336.00 }
to April 2013	£10,464.00 } as per accounts
to April 2014	£14,890.47 }
to April 2015	£12,600.00 }
to April 2016	£14,127.93 }
to April 2017	£13,632.00 (estimated)
to April 2018	£13,632.00 (estimated)
from Apr 18 to date	unknown

Total to end of April 2018 £121,653.15

Please could you confirm that these figures are correct and also what the current NHS rental figure is?

- 7) Your letter explains that £45,000 has been spent over the past 11 years on costs associated with surgery. Please would the Trust provide a breakdown of what these costs were and in which year the expenditure was incurred?
- 8) Councillors are interested to know how the projects listed in your letter were selected for support.
- 9) Councillors have noted that the Trust contributed a total of £13,500 to the playing field drainage project, with £10,000 coming from a bequest and the balance from donations collected in the village; yet the **total** cost of this project was included in your calculations. Please can you supply the figures for the Trust's **actual** contributions to **each** of the projects listed as well as the total cost of the project?
- 10) Please can you identify the amount of money from each of the following areas that make up the Trust's contributions to the projects you list as having supported:
 - i) Rental income: £75,000 (as per your letter)
 - ii) Grants:
 - iii) Donations:
 - iv) Bequests:
 - v) Loans:
- 11) Could you confirm if any additional funds have been donated to support the ongoing maintenance of any or all of the projects listed?
- 12) Please would you share with councillors the calculation used to support the statement "support/implement projects to a value of around £280,000 ie 4 times our net rental income".

Other matters

- 13) What ideas and/or plans do the Trustees have for future projects?
- 14) What is the Trust's policy and/or criteria for choosing and financing a project? What process does a potential partner need to follow to be considered?
- 15) Given your statement concerning depletion of funds due to converting to a CIO and rent increases, Councillors would like to know how does the Trust intend to finance future projects?
- 16) Will the Trust agree to publish their full accounts at the Annual Parish Meeting alongside those of the Parish Council?

A written response by 5th October at the latest would be appreciated as this allows Councillors to review the information provided prior to the meeting the following Monday.

Yours sincerely

Miss Odile Wladon
Clerk to the Council