

b)	Letters of thank you for the donation received from Offton PCC and Willisham PCC- noted;	
c)	Communication from SALC regarding revised 2016 Good Councillor Guide – decided to order 12 copies at £2.25 per booklet without postage;	
d)	Communication from SALC regarding subscriptions and new financial regulations – noted;	
e)	Communication from SALC regarding the installation of a telecommunications mast in return for a cash payment of £25-£28K for 20-25 yr lease – noted but the council does not have any land in possession to implement such an installation;	
f)	Barking Tye Community Update from Anglian Water – the work will re-commence on 29/2/16 within the grassland of the common and the road closure will not be required;	
g)	Communication re: Suffolk year of Walking May 2016 to May 2017 asking for help to generate ideas and to apply for a walk leader in Offton and Willisham;	
h)	A letter received from Tower Mint Ltd with a sample of medal of the Queen’s 90 th Birthday – passed to the Village Hall committee.	
7	<u>Community</u>	
a)	<u>Affordable Housing project</u> The chairman will contact a potential seller of the land for 6 houses.	KE
b)	<u>Community Led Parish Plan</u> Decided to postpone any development until clear directives from BDC will arrive. The representatives from the planning department MSDC to be invited to explain more about their planning time structure.	
c)	<u>Queens 90th Birthday celebrations 2016</u> Chairman Earl to initiate discussion with all councillors to generate ideas for the event. County councillor Julia Truelove offered the sum of £200 for the celebrations.	KE
d)	<u>Coffee morning meetings attendance</u> Cllr Cox attended the Coffee Mornings on 16 th February. The attendance is very low. Cllr Pinson Roxburgh volunteered to attend the Coffee Morning on 15th March.	
8	<u>Parish Property</u>	
a)	<u>Offton phone box</u> - The cleaning rota was confirmed as: Cllr Parks – March, Cllr Rumsey – May, Cllr Pinson Roxburgh - July, Cllr Cattermole – September, Cllr Bolton - November.	
9	<u>Highways</u>	
a)	<u>Flooding/drainage problem on the corner of Main Road and Tye Lane in Willisham</u> SCC Highway department to be contacted.	clerk
b)	<u>Road conditions in Offton</u> To report to SCC Highway department that due to the Barking closure the village of Offton has seen a significant increase of HGV using the roads which has resulted in erosion and now requires repair.	clerk
c)	<u>“No HGV” sign on the T-junction of Offton and Elmsett road near Goat Cottage</u> To report to SCC Highway department that the post on the north side of the junction should be replaced due to the corrosion. Also “No HGV” signs need to be placed on the south side of the junction from Somersham to Offton and at the exit from Elmsett to Offton.	clerk
d)	<u>Litter picking campaign</u> Confirmed to take place in Willisham on Saturday 5 th March. Offton – to be considered.	
10	<u>Footpaths</u>	
a)	<u>Footpath #15 between School House and Middlewood</u> SCC Area Rights of Way Officer responded that the condition of this path is typical for this time of the year. An ecologist will visit the location to establish whether anything can be done in regard of animal holes on the path.	clerk
b)	<u>Footpath #19 in Offton</u> To report to SCC Area Rights of Way that there is a missing sign on FP19 on Ipswich Road.	clerk
11	<u>Training</u>	

	It was noted that a joint training for all councillors proved to be very successful and this practice to be continued in the future.	clerk
12	<u>Finance</u>	
a)	<u>Balances at bank and petty cash</u> Reported by clerk that we have the following bank balances: Cheque £1700.00, Community £44.26, Deposit £6,746.80, Petty Cash £16.20.	clerk
e)	<u>Claim from Smaller authorities Transparency Fund</u> Reported that a claim form was amended. The total of the claim up to 31 st March 2016 is changed from the sum of £236 to £235. Councillors approved the amended claim.	clerk
f)	<u>To approve payments and authorise cheques for signature</u> The following payment was approved by councillors: <ul style="list-style-type: none"> • Local Council Public Advisory service for planning course- £120.00. 	clerk
13	<u>To consider any planning applications received after the agenda – none received.</u>	clerk
14	<u>Confirm dates of next meetings:</u> The meeting date for our Annual Parish Council meeting confirmed on 25 th April. Clerk to invite attendees for the Annual Parish meeting on 16 th May.	

Chairman Earl expressed his gratitude to Cllr Gilson for his very kind provision of refreshments at each Parish Council meeting.

Meeting concluded at 9:20 pm.