

Great and Little Whelnetham Parish Council
Minutes of Parish Council Meeting held Tuesday 27 June 2023 at Great Whelnetham Community Centre.

Present

Cllr Peter Royce, PR

Cllr Tim Webber, TW

Cllr Cathy Hardy, CH

Clerk Elaine Gorman, EG

1 member of the public

1. OPENING MEETING - The Chairman, PR opened the meeting and thanked everyone for attending.
2. APOLOGIES – None.
3. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS – Cllr CH reported an interest in an ongoing planning case.
4. MINUTES FROM PARISH COUNCIL DATED MONDAY 15 MAY 2023 (minutes as detailed on the website). The minutes were approved and signed by PR as a true and accurate record, proposed by TW and seconded by CH.
5. PUBLIC FORUM – The Chairman, PR read out his report. He reported that an oak tree and a cherry tree that had been subject to planning application by the owner of a property in Pipistrelle Way had now been made subject to Tree Preservation Orders, the object being to prevent further unauthorised pruning of the oak tree. There appeared to have been some procedural errors by the planning authority but ultimately, the parish council was satisfied these had been recognised and corrected by the WSC planning department and steps taken internally by them to reduce the potential for such errors in the future. The Chair was aware that some residents were seeking apologies from the planning authority and suggested that any remaining concerns be taken up directly with Cllr Karen Soon of WSC. CH will check the number of objections and EG to raise concern with SALC to gauge their opinion.
The County Councillor Karen Soons’ report has been circulated prior to this meeting.
Parking in Pipistrelle Way – Cllr CH asked whether double yellow lines could be introduced in Pipistrelle way. The Chair stated that it was not an adopted road and therefore SCC Highways would not put down yellow lines, but that the housing association, who manage and control the development, Havebury, consider that the matter could be resolved amicably by the residents. Havebury operate a Tenants’ Forum. The parish council has little authority or influence on this matter, and should be considered closed as it was unlikely that further action could be taken by the Parish Council. CH will make further enquiries and report back to a future meeting.
A member of the public raised a query about trees overhanging her property. The trees are on Havebury property but the resident has struggled to resolve the situation. PR suggested that the Clerk and the resident write to planning and Havebury to get the trees cut back/crowned. EG agreed to contact the resident the following week to discuss. The resident also has an issue with a streetlight not working outside her property so the Clerk will contact Highways to get this repaired.
Correspondence including Rural transport survey, training schedule from SALC, NHW crime stats for April, Clean Air Day Campaign, Rural Survey, and Public Space Protection Order Survey circulated prior to meeting.
6. STATUTORY BUSINESS – none.
7. PLANNING
 - DC/23/0920/TCA, Trees in a conservation area notification – one walnut (T3796 on plan) and one Cedar (T3765 on plan) crown lift to five metres above road; one Cedar (T3799 on

plan) reduce crown from building by 1.5 metres and crown lift to two metres above ground level, location 1Stanningfield Rd, Gt W'ham, IP30 0TL. Unanimously supported.

- DC/22/2206/HYB/Anglian Water, Hybrid Planning Application, submission of additional detail to be considered. Unanimously supported.

8. FINANCE

- a) Council received and approved the Annual Internal Audit Report for the year ending 31 March 2023 as produced by the Council's approved internal auditor SALC. TW proposed and CH seconded.
- b) Council received and approved the Annual Governance Statement for the year ending 31 March 2023. CH proposed and TW seconded.
- c) Council considered and approved the Accounting Statements for the year ending 31 March 2023 as transposed on to the AGAR, Section2. TW proposed and CH seconded.
- d) Council received and approved section 3 confirming gross income or gross expenditure exceeded £25,000 for the year ending 31 March 2023 and that a limited assurance review is required. Clerk sent relevant documents to PKF Littlejohn and also published these on the website and put up on the parish council noticeboards.
- e) Council considered the Internal Control Statement which is a simple and effective method to formally review the effectiveness of the system of internal control of the parish council. CH proposed to adopt and TW seconded. EG and CH will arrange date to complete the first quarter's report for 2023-2024.
- f) Council reviewed the Reserves Schedule and noted upcoming activities which require funding. EG to draw up revised schedule for approval at September's meeting.
- g) Council considered the budget for training. Resolved to leave as it is at £300 for the year but with possibility of increasing by £200 if needs be.
- h) Council received payments and receipts since last meeting and approved the bank reconciliation. Balance of current account is £37,731.37 less cheques of £623.92 to be approved and issued. The send ½ yearly VAT reclaim for 2022/23 for £374.64 was received from HMRC 05.05.23.
- i) Council received and approved the bi-monthly statement and cheques to be issued. The following payments were approved:

Detail	Cheque No.	Net (of VAT)	VAT	Total
CAS	879	50.00	10.00	60.00
SALC Cllr basic	880	60.00	12.00	72.00
E Gorman, exps	881	50.05		50.05
E Gorman, extra hours	882	441.87		441.87
Total				623.92

9. MATTERS FOR CONSIDERATION AT NEXT MEETING – fencing for children's play area. PR to obtain quotes.
10. To resolve that under the public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting due to the confidential nature of the business to be discussed – HR & Council development.
11. CLOSE OF MEETING 9.13pm
12. DATE OF NEXT MEETING – Monday 11 September 2023 at 7.30pm

Signed.....Date