

GREAT & LITTLE WHELNETHAM PARISH COUNCIL

Minutes of Parish Council AGM held at Community Centre on 11th May 2016 at 7.30pm

Present

Cllrs Peter Royce (Chairman)
Clifford Dive (Vice-Chairman)
June Atwood
Stephen Smith
Howard Singh
Diane Everitt Parish Clerk

Others - 4 members of the public

1. Apologies for absence

Cllr Terry Clements (holiday) Cllr Tim Webber (prior engagement)

2. Election of Chairman

Peter Royce nominated by Howard Singh seconded by Stephen Smith agreed by all, with no other nominations.

3. Election of Vice Chairman

Clifford Dive nominated by Peter Royce seconded by Howard Singh agreed by all, with no other nominations.

4. Planning Sub Committee

Sub-committee to be formed 2 people to look at smaller planning applications that do not require a full council meeting. The public must be made aware of these applications it was suggested that details be put on the website and also on the village notice boards. The applications will also be on the Borough website. Howard Singh nominated by Peter Royce seconded by Clifford Dive. June Atwood nominated Howard Singh and seconded by Stephen Smith.

5. Election of Transport Representative

This is for the VAS signs. Stephen Smith nominated by Peter Royce and seconded by June Atwood.

6. Public Forum Questions

6.1 Drainage near the garages.

Peter Royce has had conversation with a representative of Suffolk County Council who owns the land. Only one group of drains are emptied, unable to explain why, he said he will speak to engineers and get them to make contact. There are also issues at Raynsford Road down to the main Sicklesmere road. Peter to report back once engineers have made contact.

7. **Approval of Minutes of previous meeting dated 14th April 2016 and matters arising.**

Howard Singh proposed June Atwood seconded agreed by all.

8. **Declaration of Interests.**

Howard Singh currently a member of SALC

9. **Updates**

9.1 **Planning** – nothing

9.2 Gt Whelnetham School – incident at school child injured stepping out between vehicles and hit by bicycle. There has been little communication between school and Parish Council in the past. Solutions around parking have been put forward, but not accepted. Police and County Council are aware of the accident. Parking has always been an issue near the school and with more housing due in the village and the expansion of the school this accident will help highlight the problems and raise the profile.

9.3 Railway Walk – Key has been cut. Patches of Hog Weed have been found on the walk and a quote to clear this and the area opposite the Post Office, has been requested. The reason for clearing this area is to prevent any possible flooding due to the ditch being blocked. The Council has an obligation to keep this clear. A County Council Engineer has been contacted about this after recent flooding and requested to attend a Parish Council meeting. To date no reply received.

£280.94 hog weed £271.76 to clear bank opposite Post Office + vat

All agreed in principle Clerk to check bank balances first.

9.4 Transport and VAS/Speed Signs – Currently have 2 signs one Parish Council owns the other gifted and shared with Stanningfield. One sign has been found broken. Unable to establish where it was broken. The previous Clerk has approached Stanningfield who have no knowledge of the incident. According to insurance company only one sign was covered. The other sign has now been added to the insurance. Clerk requested to find out serial number of VAS sign insured, if damaged one claim can be made. Information downloaded from these signs shows how many vehicles are speeding, and if a high enough volume this can be forwarded to the authorities to enable the Police to target areas with the speed vans. Better management of the signs is needed especially when being booked in and out.

9.5 Housing – No information or updates re proposed developments and no planning applications at present.

10. **To Consider**

10.1 Flooding issues A134 – Recent flooding, a County Council Engineer has been contacted about this and requested to attend a Parish Council meeting. To date no reply received. To be chased for attendance at July meeting.

10.2 Proposal to avoid double election costs – Currently charged twice as Councillors from both Villages, but only one Parish Council. Howard Singh currently looking into this.

10.3 Standing orders, Financial orders, for 16/17 and Code of Conduct – These have all been previously emailed to Council members. Standing orders proposed Howard Singh and seconded by Peter Royce agreed by all. Financial orders proposed Peter Royce seconded by Howard Singh agreed by all, Code of Conduct proposed by Stephen Smith seconded by Howard Singh agreed by all.

10.4 Playground Fence – Deferred to July meeting major repairs needed. Clerk to make enquiries re draft 106 monies around the proposed Erskine development. Some has been ring fenced for a project on the playing field, and this may include the playground area.

10.5 Improving Local Communications – Deferred till July meeting

10.6 Training – Clerk to review cost of training and budget. Peter said that he felt Councillors would benefit from training. One possible solution to host training which would be a cheaper option.

10.7 Membership update/Co-option of additional Councillors – Currently at 6 Councillors can have 9. Peter Royce gave an update on a Councillors role and what it involved, challenging but rewarding. He explained about the Precept and having a say as to how the tax payer 'your' money is spent. Howard Singh updated the meeting re discussions taking place currently around Parish Councils having more say in planning issues. The members of the public present were invited to think about joining the Council, it was also suggested that perhaps they might like to attend a couple of meetings first.

10.8 Payroll and Expenses – Clerk salary to be paid monthly by standing order, as per previous Clerk. Form completed and signed. Also Clerks expenses as set out by SALC.

11. Finances

11.1 To appoint Ensor as internal auditors for the end of year accounts for 2015/16 and receive internal audit report. - Governance statement from BDO form read out by Chairman and confirmed as accurate by all. Ensor appointed as internal auditors agreed by all

11.2 To receive and approve the end of year accounts for 2015/2016 – as copy attached to these minutes. Balances Cheque account £5298.35 Savings £1132.74 agreed by all

11.3 To approve the Councillors statement in the end of year accounts – agreed by all

11.4 To confirm BDO as external auditor for the year ending 31/03/16 – agreed by all

11.5 To receive and review the bi-monthly financial summary for March-April 2016 – This has not completed as bank statements not yet received.

11.6 To approve cheques to be issued – Catherine Hibbert interim clerk salary £350 Diane Everitt £45 travel expenses for clerk training course. Also signatures for standing order for Clerks salary.

12. AOB

12.1 Dog mess Cox Green Lane – this is due to the Hunt Hounds, also a regular visit from HGV is flattening verges and causing a mess. A request from a resident in the area has been made to send a letter to the Hunt asking to clear up. June Atwood has volunteered to speak to the Huntsman as a first action.

12.2 Budget planning – Council grant being cut back annually, precept will need to be increased also better budget planning. Councillors asked to think about possible projects to be included in the budget planning.

12.3 Letters - to Church and Magpas declining monies this year but keeping details on file for possible donation next year, also Catherine Hibbert interim clerk thanking her for help

The Chairman closed the meeting at 9.30 pm

Next meeting July 13th 2016 7.30 pm

Signed Chairman

Date