

Great & Little Whelnetham Parish Council

Minutes of Parish Council Meeting AGM held Wednesday 5 May 2021 at 7.30pm at the Community Centre (outside). Risk assessment undertaken to comply with Covid 19 guidance.

Present

Cllr Peter Royce, Chairman, PR

Cllr Howard Singh, HS

Cllr Tim Webber, TW

Cllr June Attwood, JA, (via telephone)

WSC Terry Clements, TC

Clerk, Elaine Gorman, EG

1 member of the public

1. **ELECTION OF THE CHAIR & VICE CHAIR** – Peter Royce elected as Chair, proposed by TW, seconded by HS, unanimously agreed. Howard Singh elected as Vice Chair, proposed by TW, and seconded by JA. Declaration of Acceptance of Office signed by PR.
2. **APOLOGIES** – None.
3. **DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS** – None declared.
4. **MINUTES OF THE PARISH COUNCIL MEETING DATED 20 MARCH 2021** – The minutes were approved and signed by the Chairman as a true and accurate record, proposed TW, seconded by HS.
5. **PUBLIC FORUM**
 - Chairman’s report, circulated via email prior to meeting
 - County Councillor Karen Soons’ report, circulated via email prior to meeting
 - District Councillor, Terry Clements’ report, circulated via email prior meeting.
 - Clerk’s report, circulated via email prior to meeting. Gate at Railway Walk now fixed and 2 ‘No-Cycling’ notices put up at either end of Railway Walk.
 - Question from member of public re trees bordering the playing field. All agreed Clerk will make further enquiries and ascertain if trees/bushes can be cut back.
 - Correspondence circulated via email prior to meeting included a West Suffolk Citizens Advice update and thank you for the donation from the parish council.
6. **STATUTORY BUSINESS**
 - (a) To confirm the continuation of the appointment of the Clerk to the Council as the Responsible Financial Officer in accordance with section 151 of the Local Government Act 1972. Council confirmed that the Clerk is appointed as the Responsible Financial Officer of the parish council to be responsible for administering the finances.
7. **PLANNING**
 - (a) To consider the following planning application, DC/21/0756/HH- a. single storey side and rear extension (following demolition of a garage and car port, b. detached double garage, c. garden studio @Golden Dene, Sudbury Rd, Lt Whelnetham, IP30 0UL. Council approved with no comments. Councillor JA noted that in connection with this property a mound of earth has been deposited on the boundary of this property which extends on to the Railway Walk. It was resolved that the Clerk should contact the residents to query further.
 - (b) To consider the following planning Application, DC/21/0851/TPO – four oaks (T1-T4 on plan in area A2 in order) reduce lateral limbs toward house by two metres; one Beech (T5 on plan in area A2 on order) reduce lateral limbs toward house by three metres and remaining crown reduced by two metres; one Oak (T10 on plan in area A2 on order) fell; one Sycamore (T11 on plan in area A2 on order) fell. Councillor TW raised the concern

that there was no reason given in the application for the felling of trees. The clerk was asked to find out reason for felling of trees.

8. FINANCE

- (a) To receive and approve the end of year accounts 2020- 2021 to be sent for auditing. Copies emailed to all Councillors prior to meeting. HS proposed, seconded by TW, unanimously agreed.
- (b) To confirm Suffolk Association of Local Councils as internal auditor for 2021-2022 and PKF Littlejohn as external auditors for 2021-2022.
- (c) Payments and receipts since last meeting and bank reconciliation – balances: current £29,572.29, Instant Access Account £1,135.38, total in bank £30,707.67 less cheques to be approved and issued.
- (c) The following payments were approved:

| Detail | Cheque No | Net (of VAT) | VAT | Total |
|-------------------------------|-----------|--------------|--------|----------------|
| Suffolk West Citizens Advice | 825 | 200.00 | | 200.00 |
| East Anglian Air Ambulance | 826 | 100.00 | | 100.00 |
| SALC Subs | 827 | 390.79 | | 390.79 |
| B Colson | 828 | 165.00 | 33.00 | 198.00 |
| SALC training, prep for audit | 829 | 25.00 | 5.00 | 30.00 |
| SALC training, Cilca | 830 | 250.00 | 50.00 | 300.00 |
| Wicksteed Leisure | 831 | 4,719.40 | 943.88 | 5,663.28 |
| E Gorman Exps | 832 | 57.05 | | 57.05 |
| | | | | |
| Total | | | | 6939.12 |
| | | | | |

- d) To approve bi-monthly financial statement for 11/03/21 – 05/05/21, circulated via email prior to meeting. Proposed by JA, seconded by TW.

9. **UPDATE** – Suffolk CC – Flooding and Post Office. The owners of the Post Office have become frustrated by the lack of information regarding progress and a planned schedule for the remedial works to the rainwater drainage system from Suffolk County Council (SCC). The Parish Council has not received any information either. The Chair has sent several e-mails regarding the lack of information, to Andrew Reid at SCC and made him aware of the stress and anxiety this lack of information is having on the owners who are unable to obtain any insurance cover until the SCC work have been completed. A response is expected shortly, and although it was confirmed that funding for this work has been secured, further details and schedules of work have not been forthcoming. The Chair made it clear that he believed SCC could at least increase their focus on maintenance of the existing drains, gullies, and kerbsides as currently there are several drains that are blocked and excessive accumulations of stones and silt at the roadside that have a potential to create further blockages. A response had not been received at this time but was expected soon. It is hoped that there will be further updates for the next meeting in June. The Chair felt that it was wrong of SCC not to provide regular updates to the owners of the Post Office, as this served to increase their stress and anxiety.
10. **UPDATE** – Adult gym equipment/MUGA. A member of the public confirmed that quotes and information is being obtained on play equipment. EG reported she had met with Kompan last August, information provided re items of gym equipment. There was a suggestion to

provide a piece of equipment for disabled users. The parish council agrees with this. PR also reported that the residents of the village will need to be consulted on any options prior to a decision being made, possibly, by a flyer through letterboxes. It was suggested that a stand could be put in the Community Centre, for a few weeks, outlining the various options to ensure that everyone is consulted. It was agreed that as and when information is obtained that this be forwarded to the clerk to circulate for consideration ahead of the meeting in July when a further update will be provided.

11. **DATE OF NEXT MEETING** – Monday 14 June at 7.30pm.

12. **CLOSE OF MEETING** – 8.35pm

Signed ChairmanDate.....