

**GREAT ASHFIELD PARISH COUNCIL**  
**Minutes of the Annual Parish Council virtual meeting**  
**held on Thursday, 18<sup>th</sup> June 2020 at 3pm**

**Cllr R. Barker\***  
**Cllr N. Calderbank\***  
**Cllr B. Fitch\***  
**Cllr I Sadler\***  
**Cllr D. Stick\***

**Present: All marked\***

Mrs S. Austin took the minutes. No members of the public attended

**1. Election of Chairman**

Cllr Stick proposed Cllr Barker as Chairman seconded by Cllr Sadler, all in agreement. Cllr Barker duly signed the Declaration of Acceptance of Office. Thanks went to Arthur Peake for all his hard work over the last few years.

**2. Record Councillors' apologies for absence**

All in attendance.

**3. Declarations of interest**

None received.

**4. Visiting Speakers**

- i. County Councillor: Cllr Jane Storey did not attend a report had been received and circulated which included: Home, bus not Alone, Joint Council reaction to EDF Energy's submission of application for Sizewell C, More booking slots released following successful re-opening of Suffolk's recycling centres, Suffolk creates safer spaces as communities begin to re-open during Covid-19 response, People in Suffolk benefit from a virtual care response, Stick With It Suffolk – continue slowing the spread of coronavirus, Don't suffer alone – help is available to support your mental health and in the case of domestic abuse, Suffolk archives commemorate VE Day 75 with new online exhibition.
- ii. District Councillor: Cllr Meyer did not attend a report had been received and circulated which included: Tree for Life, New grant scheme opens for small businesses, Suffolk works on creating safer place as lockdown measures ease, Stick With It Suffolk, Parking and Public toilets
- iii. Public forum: No members of the public were in attendance

**5. To Sign the Minutes of the Previous Meeting as a True Record**

The minutes of the meeting held on Thursday, 19<sup>th</sup> March 2020 had been circulated, and were signed as a correct record of proceeding.

## **6. Appointment of Vice-Chairman and Officers**

Council all in agreement to postpone the appointment of Vice-Chair to the next meeting.

The following Officers were agreed:

Cllr Stick Community Speedwatch

Cllr Stick Neighbourhood Watch

Cllr Fitch Tree Officer

Cllr Sadler Broadband

## **7. To Consider Co-option of Councillor**

No one had come forward to place on next agenda. Cllr Barker to speak to a resident and to advertise the vacancy on the village WhatsApp group. The Clerk to write a letter of thanks to Arthur Peake for all his hard work over the last few years and the work on the brilliant colour edition of the Newsletter with all the pictures. The Chair stated we would all have stood down in the same situation but we would like Arthur to consider coming back on the Council.

## **8. Reports:**

- i. Community Speedwatch: I have had a number of emails from groups keen to get started again and wanted clarification given the amendment to the rules on Sunday. I have had it confirmed by Superintendent Paul Sharp who is our Strategic Lead, there can still be NO CSW activities at this time. The relaxation of government regulations now permits extra things such as going to garden centres, extra exercise and meeting one person from another household on your own. Other than these changes, the legislation remains in place prohibiting lots of activities and requiring people to stay at home unless you're out doing one of the "permitted" activities. Community Speed Watch will not fit any of the criteria for you being permitted to leave your home on that basis, we are not allowed to authorise the re-starting of any activities. As soon as the government make adjustments to allow you to re-start, I will be in touch straight away.
- i. Neighbourhood Watch: The WhatsApp group is a spin off from the Neighbourhood Watch group and is doing very well.
- ii. Clerk: Mid Suffolk District Council had been informed of a Councillor resignation and a Notice of Vacancy had been received and placed on the noticeboard if no electors called for an election by 15 June 2020 Council can co-opt. The Clerk was thanked for all her work.

## **9. Annual Reviews**

- i. **Standing Orders:** All in agreement no changes were required.
- ii. **Financial Regulations:** All in agreement no changes were required.
- iii. **Financial Risk Assessment:** All in agreement no changes were required.
- iv. **Review of Policies:** All Councillors in agreement no changes were required.
- v. **To confirm appointment of Clerk as Responsible Financial Officer:** It was confirmed the Clerk was the Responsible Financial Officer.

### **10. To Consider Exhibition on Schooling /Education in Great Ashfield**

Cllr Stick gave a brief update the new booklet of 'A collection of stories of Great Ashfield in the Second World War' to have the title 'Here We Are Again, All Good Friends and Jolly Good Company'. Cllr Stick highlighted so many people had been helping and giving their stories. It had been hoped to have a VE day village tea in the Church with all those who had helped, the event would be postponed until 2021, to place on next agenda. It was highlighted approximately 75 of the previous booklets had been printed at a cost of £6.50 each with donations of normally £10 a copy.

### **11. To Consider War Memorial/Roll of Honour**

To place on next agenda. Cllr Stick highlighted a farm worker had been killed by a plane in WW11 and it would be nice if he was remembered. It was thought there could be something to commemorate those who died from Great Ashfield that were not in the forces.

### **12. Planning**

i. **Any applications decided by planning authority:** No decided applications received. The Chair was pleased the Planning Authority had listened to the views of the Parish Council in regards the lighting at Odessa.

### **13. Finance Report and payment of invoices**

Notification had been received of payment of first instalment of the precept of £1207.50. Interest of .21p has been received for April & May for the TSB account. A reclaim of VAT for £115.71 for year 2019-20 had been made to HMRC and received. The Current account had a cleared balance at 10.6.20 of £3566.53 and an uncleared balance after the invoices on the agenda have been paid of £3,356.53. The deposit account held a cleared balance at 28.5.20 of £803.07  
Cllr Stick proposed the payment of invoices seconded by Cllr Sadler, all Councillors in agreement for the payment of invoices.

- i. **To Consider Internal Audit Report:** No recommendations were required.
- ii. **To Consider and accept End of Year Statement:** A copy of the end of year statement had been circulated to Councillors. All Councillors in agreement to accept the End of Year Statement which the Chair duly signed.
- iii. **To Consider and accept Annual Governance Statement Section 1:** A copy had been circulated to Councillors, all in agreement for the Chair to sign on behalf of the Council. The Chair duly signed the Annual Governance Statement.
- iv. **To Consider and accept Accounting Statement Section 2:** A copy had been circulated to Councillors, all in agreement for the Chair to sign on behalf of the Council. The Chair duly signed the Accounting Statement.
- v. **To consider exemption from external audit:** All in agreement to approve the exemption from the requirement for a limited assurance review. The Chair signed certificate of exemption on behalf of the Council.
- vi. **M Saunders internal audit £85:** a cheque no:382 for £85 was raised
- vii. **Profile Business Supplies Newsletter invs: 118068 & 118027:** a cheque no: 383 for £55 was raised.
- viii. **J. Mulley Grass Cutting 2020/21:** a cheque no: 384 for £70 was raised.

- ix. **To confirm invoices paid between meeting:** MSDC dog bin emptying cheque no: 380 was raised for £202.70 and SALC subscription cheque no: 381 was raised for £182.53.
- x. **No further invoices had been received**

#### **14. Councillors' reports and items for future agenda**

Cllr Barker advised the village sign is leaning and has been inspected and found to have some rot which will be fixed as soon as possible when a contractor is available to carry out the work. The Chair to speak to Portable Space in regards lorries through the village. To place War Memorial/Roll of Honour, Booklet and End of lockdown celebration on next agenda.

#### **15. To Consider to Close the Meeting to Progress Staffing Issue**

All in agreement to close the meeting to the public to discuss the position of Clerk. The current Clerk after many years in the role had resigned, a resident had shown interest in taking on the role. After discussion all were in agreement to offer her the role.

#### **16. Date of next meeting**

The next scheduled meeting being confirmed as Thursday, 17<sup>th</sup> September 2020 at 7.30pm.

There being no further business the meeting closed at 3.40pm.

Great Ashfield Parish Council  
Signed:

Date: