

GREAT ASHFIELD PARISH COUNCIL

**Minutes of the annual parish council meeting held on Thursday, 26th May, 2016
Following the Annual Parish meeting in the Lord Thurlow Hall**

Mr. R. Barker*

Mrs. N. Calderbank*

Mr. B. Fitch*

Mr. A. Peake*

Mr. R. Watts*

Present: All marked*

Mrs S. Austin took the minutes.

Two members of the public attended (see attendance book)

Cllr S Orford and Cllr S Miles had resigned from office following the Annual Parish Meeting.

1. Election of Chairman

Cllr Calderbank proposed Cllr Peake this was seconded by Cllr Watts Cllr Peake was dually elected and signed the Declaration of Acceptance of Office.

2. Election of Vice-Chairman

Cllr Calderbank proposed Cllr Barker this was seconded by Cllr Fitch Cllr Barker was dually elected and signed the Declaration of Acceptance of Office.

3. Visiting Speakers

County Councillor: Cllr Storey had nothing further to add from the Annual Parish Meeting report

District Councillor – Cllr Barker reported their were new powers for fly tipping coming in.

Suffolk Constabulary – No representative from Suffolk Constabulary attended and no further report had been received.

4. Record Councillors' apologies for absence

All Councillors in attendance.

5. Receive Declarations of Interest from Members

No declarations of interest were received.

6. To Sign the Minutes of the Previous Meetings as a True Record

The minutes of the meeting held on 31st March 2016 had been circulated, and were signed as a correct record of proceedings.

7. Matters Arising From Previous Meeting

- i. Highway Issues: Notification of the closure of Westley Way for repairs had been received. The jetting of drains through the village had been carried out. Cllr Calderbank had taken photographs and reported various highway issues to Suffolk County Council.
- ii. Amenity Land: nothing further had been heard from Mid Suffolk District Council
- iii. Village Hall Update: Cllr Barker advised he had a copy of the deeds and conveyance of the village hall of which the parish own it for good works.

Signed:

Date:

8. Clerks Report

If Council wished to purchase IT equipment (laptop, scanner and software) for the Parish Council they can now receive funding through the Transparency fund. The pension staging date for Great Ashfield was 1 January 2016 to confirm no staff member wished to contribute to a pension a 'declaration of compliance' was completed on line. The Council will need to review their pension arrangements every three years or if a new staff member is employed or the current employee wishes to pay into a pension. The clerk explained to Council what happened when a Councillor resigned and the need to inform the returning officer of the vacancy.

9. HM The Queens 90th Birthday Celebration

Cllr Calderbank updated Council the plans were coming along nicely there had not been a huge uptake with currently 40 people attending. It was hoped to give a small commemorative gift to each family attending. It was asked if the parish council could donate some monies Council discussed and agreed up to £150 was available. Cllr Storey advised there were locality monies that could be available for an official commemorative gift. Cllr Calderbank to email Cllr Storey with the details.

10. Update on Village Sign

To place on next agenda.

11. To consider update and review of Financial Regulations

All Councillors had received a copy of the 2016 Financial Regulations, Cllr Barker proposed adopting the financial regulations seconded by Cllr Calderbank all Councillors in agreement to adopt the revised 2016 Financial Regulations.

12. To consider update & review of Standing Orders to reflect changes to Financial Regulations

All Councillors had received a copy of the revised Standing Orders reflecting the changes to Financial Regulations, Council reviewed Cllr Calderbank proposed adopting the standing orders seconded by Cllr Peake all Councillors in agreement to adopt the revised Standing Orders.

13. Correspondence

- i. Community Speedwatch: A resident had expressed concern over the amount of speeding vehicles on Elmswell Road and asked whether a community watch group could be set up. Council discussed and were happy if the resident wished to place a notice in the newsletter to try and create a community speedwatch group.
- ii. Correspondence to circulate: Clerks & Councils direct and Came & Company Spring newsletter

14. Planning

- i. Application No: 3918/15 Former Grampian Harris site, Elmswell: notification had been received that it had gone to the Council's Development Management Committee meeting on 25th May.

Signed:

Date:

- ii. It was noted an application 2098/16 Land adj. Willow House, Wetherden Road – notification of prior approval for a proposed change of use of Agricultural Building to a dwelling house (Class 3) had been received by MSDC. The planning authority does not send this to a Parish Council for comment but individuals may comment if they wish.
- iii. No applications decided by the planning authority had been received.

15. Finance Report and agree payment of invoices

- i. Acceptance of accounts and sign annual return. The accounts for yearend were circulated to all Councillors. The Annual Governance Statement was read to Council Cllr Peake proposed acceptance of accounts this was seconded by Cllr Fitch all in agreement the Chairman, clerk and RFO dually signed the Annual Return.
- ii. SALC subscription invoice: 17588 £168.32: A cheque no: 284 was raised for £168.32
- iii. MSDC dog bin emptying inv:2000035787 £168: A cheque no: 285 was raised for £168

16. Councillors' reports and items for future agenda

The clerk to ask SALC for advice whether it is possible to have a code of conduct that encourages Councillors to possibly step down after 8 years to place on next agenda. To place Broadband on next agenda. To place Highway issues: i. Cyclists on rural roads ii. Heavy traffic through Daisy Green on next agenda. It was reported a drain cover at the bottom of School Road is broken Cllr Calderbank to photograph and send details to Suffolk County Council. To place Trees on next agenda.

17. Date of next meeting

The next meeting was scheduled for Thursday, 29th September at 7.30pm in the Village Hall.

There being no further business the meeting closed at 8.55pm.

Signed:

Date: