

WENHASTON WITH MELLS HAMLET PARISH COUNCIL

Clerk Richard Day

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Minutes of the meeting held in the Village Hall on Wednesday 16th April 2014.

Present; Cllr. D. Corbett (Chair), Cllr. L. Spindler (Vice Chair), Cllr. H. Phillips, Cllr. J. Tate, Cllr. Alan. Spindler, Cllr. A. Alder, Cllr. A. Edwards, Cllr. R. Dillaway, Cllr. D. Wilkinson, Cllr. M. Gasper, Cllr. Alastair Spindler, County Cllr. M. Gower and Richard Day Clerk.

1. No apologies - all Councillors in attendance.
2. None
3. No request for dispensation to vote.
4. A copy of report is available from Clerk.
5. Minutes to the meeting of 19th March were proposed for acceptance by Cllr Phillips and seconded by Cllr. L. Spindler, all voted in favour.
6. Clerk's Report
 - Yellow zig zag lines reported to Highways as being illegible. Further reports on road conditions (potholes) made re Blyford Lane and junction of Back Rd with The Street following request from Parishioner.
 - Councillors copied in pre meeting with response from Anglian buses regarding speed and driving within village.
 - Internal audit will commence 28/4. Preparations in hand and also for external audit .
 - Course booking confirmed re grants and funding availability for 28/4. I will report back following attendance.
 - Attended briefing in Woodbridge for new public access to planning and tracking via SCDC website on 28/3. This is intended as a tool for the public rather than Parish Council at the present time. Councillors are encouraged to register as individuals and if they wish to comment, then this is in that capacity. It should be viewed as an improved source of information and a means for the public to comment.
7. None
8. Clerk reported that both pillars had moved causing the gate problems and that quotation had been requested for repair and/or rebuild. This was likely to be a significant cost and prior to next meeting Cllrs should



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- visit the site and decide whether work should be commissioned or if other solutions were possible (carry forward to May agenda)
9. None received.
 10. None
 11. New Draft Financial Regulations provided prior to meeting and following proposal from Cllr. Dillaway, seconded by Cllr. Wilkinson were unanimously accepted. It was noted that significant additional work would be involved and that further guidance would be required regarding new responsibilities.
 12. Final preparations completed and agreed regarding Annual Parish meeting.
 13. Cllr. Alder provided an overview. This will also be provided at A.P.M following which a working party will be formed to progress matters regarding project planning and possible application for grant.
 14. It was agreed that Clerk would request PCSO Newson provides guidance regarding parking issues with a view to these then being published in the Warbler (carry forward to May meeting.)
 15. Following proposal from Cllr. Corbett which was seconded by Cllr. Edwards the quotation for repair work to Cemetery from Jason Gairn was accepted. All voted in favour.
 16. Correspondence read at meeting
 - Letter from Disability advice service (DAS) appealing for funds.
 - After debate, there was no proposal to support this request.
 17. Correspondence circulated at meeting.
 - SALC 2014/15 Training schedule. Please advise Clerk if you wish to be nominated.
 - The Local Councillor. Issue 1 2014.
 - ESTA Members bulletin Spring 2014.
 - Letter of thanks. Halesworth Volunteer Centre.
 18. RFO Report

Current month. Cheques totalling £1776.60 issued as per schedule. Credits totalling £1520 received (£475.00 Warbler advertising and £1045.00 Cemetery fees) HLS monies totalling £954.54 were also received and included in the year end accounts. These funds are in respect of the period to the end of the year when SCDC passed across management responsibility to the Parish Council . The management agreement with SWT was dated 5/3/14 .

Financial year to 31/3/14

Parish Council expenditure during 2013/14 was in excess of budget by £8049. It had been authorised that planned items of capital expenditure, repairs and maintenance would need to be partially funded by reserves. Significant sums were spent including Village Hall drains £3k +, Tree Work in Cemetery £2.2K, Legal costs re Commons management agreement and purchase of allotment land from SCDC £2.2K as well as



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cleaning and restoration of the War Memorial £1k+. Additionally £1k has been promised to Wenhaston School to fund the purchase of learning aids and £3k to purchase cine equipment for the Village. The latter two sums being funded by a legacy from the estate of the Late Ken Roberts and held as a specific reserve . Donations and a grant from SCDC helped offset the impact on reserves and these are now £22868.18. (The specific reserve of £4022.51 mentioned above is held in addition pending distribution) Remaining balances. C/a £7023.91 Base Rate Tracker £15844.27

An expenditure budget has been agreed at £17950 for 2014/15. This will be insufficient to meet any large, unforeseen expenditure items of repair or maintenance these would once again need to be met from reserves. Accounts for 2013/14 are currently awaiting audit. Copies have been made available during the meeting. Statutory Notices will be posted on 16/6/14 confirming exactly when books and records are available for inspection by Parishioners and final audit will be completed by BDO LLP no later than 30/9/14.

- (i) R.F.O Provided all Councillors with a copy of the annual accounts and an explanation of content. Cllr. Dillaway proposed that the RFO Report was accepted and that accounting statements were approved, Cllr. Wilkinson seconded. All voted in favour.
- (ii) The Annual Governance statement was proposed for approval by Cllr. Dillaway and seconded by Cllr. Wilkinson. All voted in favour.

19. Cllr. Alan Spindler again raised the issue of danger to pedestrians at the junction of Narrow Way with the Street. It was agreed that he would provide the Clerk with a suggested solution to the issue of the footpath and that if approved by Parish Council at the next meeting then Clerk would request Highways department look again at the request for improvement to the footpath.

20. Date of Annual Parish Meeting: Wednesday 23rd April 2014.

21. Date of next Parish Council Meeting: Wednesday 21st May 2014.

Meeting closed at 8:55pm.



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Wenhaston with Mells Parish Council.....Cheques issued April 2014.

SCDC	£180.75
Richard Day	£530.10
Suffolk Coastal Services	£64.00
ESTA	£21.00
Richard Day	£73.75
AW&D Hammond	£10.00
C.A.S.	£30.00
Wenhaston W.I.	£150.00
Leiston Press	£140.00
Blyth Web	£72.00
D.J.Coby	£180.00
WVHMC	£24.00

Total £1776.60



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