

WENHASTON WITH MELLS HAMLET PARISH COUNCIL

Clerk Richard Day

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Minutes of the Annual Parish Council meeting held on Wednesday 16th May 2018.

Present; Cllr. D Corbett (Chair), Cllr. L Spindler (Deputy chair), Cllr. H Phillips, Cllr. A Musk, Cllr. N Amery, Cllr. A Edwards, Cllr. D Cox, Cllr D Stammers, Richard Day Clerk to Council and 9 parishioners.

1. Following proposal by Cllr. Phillips seconded by Cllr. Edwards Cllr Corbett was unanimously elected as chair. The declaration of office was duly signed.
2. Chair welcomed all to meeting. Apologies were received and accepted on behalf of Cllr. Alder, Cllr Canham, Cllr Gairn, District Cllr. Catchpole.
3. There was a declaration of interest from Cllr. Cox re planning application DC/18/1711/FUL.
4. There were no requests of dispensation to vote.
5. The minutes of the meeting held on 18/04/2018 were proposed for acceptance and signature as an accurate record by Cllr. Musk seconded by Cllr. Spindler. This was unanimously approved.
6. CLERK REPORT:
Memorial 'Tommy' has been ordered. Delivery expected mid June. Wenhaston should also appear on a national map of acknowledgement with short narrative.

Sports area well under way to completion. ** Cllr Edwards raised concern regarding suitability of equipment on previous tennis second court.*
Footpath signage at St Michaels Way reported following Annual Parish Meeting...action awaited.

Confirmation obtained that Parish Council will be exempt from appointing Data Protection Officer. Further clarification awaited but PC will still be required to adhere to GDPR requirements/principles.

First registration of land (Village Hall) may require sworn statement at Solicitors prior to execution and subsequent creation of lease of part of premises. (Post Office) Cllr. Phillips to help if required.

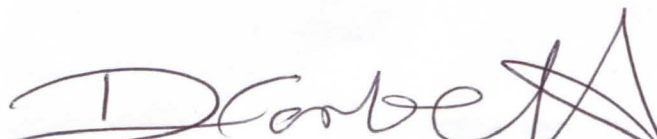
Met with chair of Tennis Club to confirm arrangements regarding future use.

Updated schedule of assets provided to insurers to include newly acquired sports equipment. Awaiting confirmation of adjustment to premium.

7. Matters arising from the minutes – NONE
8. No report available.
9. No report available.

20/6/18

10. The Councillor Code of Practice had been issued prior to meeting. This was proposed for adoption by Cllr. Edward seconded by Cllr. Spindler. All voted in favour.
11. Standing Orders had been issued prior to meeting. They were proposed for adoption by Cllr. Edwards seconded by Cllr. Spindler. All voted in favour.
12. Financial Regulations had been issued prior to meeting and were proposed for adoption by Cllr Edwards seconded by Cllr. Spindler. All voted in favour.
13. Cllr Spindler was proposed as vice Chair by Cllr. Corbett seconded Cllr. Stammers. All voted in agreement.
14. The Following members have agreed to serve on committees/roles
 - SALC Represent – Richard Day
 - VHMC – Cllr. Alder
 - Commons – Cllr. Amery
 - Emergency Planning – Cllr. Spindler
 - Sizewell C – Cllr. Edwards
15. Richard Day was proposed as RFO by Cllr. Corbett seconded by Cllr. Spindler. All voted in agreement.
16. SALC were proposed by Cllr. Corbett as internal auditors for 2018/19. Seconded by Cllr. Spindler.
17. (i) Proposal to purchase a mobile generator to assist Parishioners in times of emergency / power outage and for use at Village Hall was made by Cllr. Corbett. This was seconded by Cllr. Cox. All voted in favour after debating the various options available and costings provided. (This expenditure to be met from general reserves as it has not been budgeted for 2018/19 cost £2,500.00 net of VAT)
(ii) Village Hall management committee presented extensive plans and rationale for contemplated expenditure at Village Hall, together with a summary of fund raising / donations received. A request to a grant totalling £2,500.00 was requested to assist with the repair work and insurance premium together with a letter of support from the Parish Council for grant application. Cllr, Amery proposed agreement subject to Parish Councils prior receipt of expected funds for sports Area, Cllr. Stammers seconded and all voted in agreement. (Donation to be met from general reserve as not included in 2018/19 budget).
18. Internal Audit has been circulated together with proposed actions to meet development points. Cllr. Corbett proposed acceptance, Cllr. Spindler seconded and voted in agreement.
19. Cllr. Phillips proposed implementation of NALC 2018/19 National Pay scales, Cllr. Cox seconded and this was unanimously agreed. (Clerk to advise payroll services)
20. The merits of a village litter pick were discussed. It was agreed that Cllr, Edwards would take this matter forward and request entry on a future agenda with proposals.
21. None
22. PLANNING.
 - (i) DC/18/1598/FUL – 6 St Michaels Way, Rear Extension – No objection – unanimous.
 - (ii) DC/18/1711/FUL – Amberdel, St Michaels Way – Extension to front of house – (Cllr. Cox took no part in discussion see item 3) – No objection – unanimous.



23. None.

24. CORRESPONDENCE CIRCULATED.

- (i) Letter of acknowledgement and thanks (Disability Services Suffolk)
- (ii) Clerks and Councils Direct May issue.
- (iii) Internal Audit Report by SALC.

25. RFO REPORT.

Annual Governance and Accountability Return has been forwarded to external auditors and statutory notices will appear on website and notice board at the end of the month.

First instalment of 2018/19 Precept has been credited to account at correct level. VAT reclaim has been received and credited to account also. Balances of accounts prior to issue of cheques are C/A £19,984.47 and Reserves £18,107.45. Total £38,091.92. This is prior to issue of cheques totalling £2,007.09 which require authorisation this month. Report proposed for acceptance by Cllr Musk, seconded by Cllr Amery and unanimously agreed.

26. AOB – A significant number of residents have again strongly complained regarding potholes on Narrow Way. It was agreed that Clerk would write to County Cllr. Smith expressing strong concern to safety and frustration at inaction despite several requests. This will be accompanied by evidence of problem to be supplied by residents together with a request for a site meeting with residents representative.

27. Meeting closed 8.55pm.

Next meeting 20th June 2018.

