

# WENHASTON WITH MELLS HAMLET PARISH COUNCIL

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Clerk Richard Day

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Minutes of the meeting of the Parish Council held on 19/06/2024 at 7.30pm in the Village Hall.

Present; Cllr. P Wildish, (Chair) Cllr. A Musk, Cllr. S Mann, Cllr. G Leech, Cllr. M Wilkinson, Cllr. D Stammers, Cllr. C Way, Cllr. J Townsend, Clerk Richard Day and 2 Parishioners.

1. Chair welcomed all to meeting. Apologies for absence received and accepted from County Cllr. Smith, District Cllrs. Wakeling and Keys-Holloway and Cllrs Welby, Canham and Cushion. Prior to commencement a summary of progress made with remedial work following flooding earlier in the year was provided by Roger Claxton. The work undertaken by Suffolk County Council has revealed further problems and updates will be provided as work continues.
2. Cllr. Leech declared an interest in agenda item 11(ii) and would leave the meeting room during discussion of this matter.
3. There were no requests for dispensation to vote.
4. The minutes of the meeting held on 15/5/24 were proposed for acceptance by Cllr. Leech seconded by Cllr. Wilkinson and unanimously approved.

5. **CLERK REPORT:**

I have received a complaint regarding the allotment holders requesting that the PC acts to eliminate storing materials and or attaching objects to the fence bordering properties in Beckers View. The fences are the property of the residents and are at risk of deterioration/damage. I have passed the communication to the Allotment Holders Association for comment /action in the hope that this can be amicably resolved.

Necessary repairs /maintenance will be carried out on the machinery/equipment held at the cemetery to avoid deterioration.

Future Councillor recruitment. An entry will be placed into the Warbler requesting that any Parishioner willing to consider becoming a Parish Councillor should contact the Clerk for informal discussion. Agenda item for August when succession planning will be discussed further.

Two Councillors have volunteered to attend the forthcoming Lion Link presentation to be held at Southwold. Names have been submitted to enable attendance.

6. No matters arising from previous minutes.
7. No report available.
8. District Councillors' report was made available pre meeting to Members and a copy is available from Clerk.
9. There were no items carried forward from previous agendas.

*R. Wildish*  
21.8.24

10. The Internal Audit has been successfully completed and signed off. The report had been circulated to Councillors prior to the meeting for review and acceptance and this was unanimously agreed. The following guidance points will be adopted.

(i) Procurement thresholds will be increased as per current NALC guidelines and the relevant amendments made to Standing Orders and Financial Regulations.  
(ii) Section 137 payments will be itemised separately on the internal accounting spreadsheet. (iii) Year-end Bank reconciliation and asset schedule information will appear on Parish Council website.

11. (i) Ratification of recommendation to support DC/24/1416/FUL re Lark Rise, St. Michaels Way, Wenhaston unanimously agreed. (ii) DC/24/1688/FUL re Laurel Lodge, Narrow Way, Wenhaston unanimously supported. (Cllr Leech left the meeting room whilst this matter was discussed) (iii) No further correspondence.

12. Cllr. Wilkinson provided a brief update from the Village Hall Management Committee meetings. Cllr. Wildish continues to regularly clear litter at the sports area and beyond.

13. No further correspondence

14. RFO REPORT:

Balance at bank is £51307.96 prior to authorisation of payments this month totalling £2643.87. Bank statements reconciled to ledger and are available for monthly member audit. Following completion of internal audit by SALC the external auditors PKF LLP have now been sent the material to complete the external audit which should be completed by the end of September. Report proposed for acceptance by Cllr. Way seconded by Cllr. Wildish and unanimously approved.

15. Meeting closed 8.10pm.

Date of next meeting 21<sup>st</sup> AUGUST 2024. (No meeting scheduled for July)

*A Wildish*  
21.8.24