

BEYTON PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on Monday 8 May 2017

PRESENT: Cllrs G Lockhart-White (Chair), J Clark and A Pope
IN ATTENDANCE: Co Cllr P Otton, 4 Members of the Public and the Parish Clerk

17/001	ANNOUNCEMENT: SALC's statement regarding filming/recording of meetings was read out.	
17/002	ELECTION OF CHAIR AND VICE CHAIR Nominations were sought for the following posts; Chair and Vice Chair. Cllr Clark nominated Cllr Jones as Chair; this was seconded by Cllr Lockhart-White. (Cllr Jones had previously expressed his willingness to accept this post, if so requested.) Cllr Pope nominated Cllr Lockhart-White for the post of Vice Chair; this was seconded by Cllr Clark. The Declaration and Acceptance of Office forms were completed and signed.	
17/003	APOLOGIES NOTED: Dist Cllrs D Haley and E Jewson, and Parish Cllrs G Jones and M Orsler	
17/004	DECLARATIONS OF INTEREST: None	
17/005	REGISTER OF INTEREST FORMS: These forms were issued for completion, signing and return to the Parish Clerk at the next meeting. The declaration and acceptance of office forms were completed and signed; the Register of Interest forms were issued for completion and return at the next meeting.	ALL/ Clerk
17/006	PUBLIC FORUM: One resident asked as to the quorum required for a PC Meeting; this was confirmed as three. The same resident also asked whether the Community Speed Watch equipment is being used. One of the other residents attending advised that the data for the Speed Indicator Device is currently being captured.	
17/007	APPROVAL OF MINUTES: The minutes of the meeting held on the 3 April were approved and signed.	
17/008	MATTERS ARISING: None	
17/009	FINANCE Cllr Clark provided the following information, as shown on the agenda: <u>Receipts</u> 3.4.17: MSDC: 1 st part of precept: £5,668.00 22.4.17: £150 donation to upkeep of geese from resident. Bank Account Balances as at 31.3.17: Current: £5,449.38, Savings: £4,918.46: Total: £10,367.84 <u>Transfer Request:</u> The transfer request seeking the balance standing to the credit of the savings account (less £100 to keep open the account) had been effected on 4.4.17 giving the following new account balances: 4.4.17: Current Account: £15,508.64, Savings Account: £100.00, Total: £15,608.64 <u>VAT Refund Claim:</u> Confirmed as £1,753.53 <u>New Bank Mandate:</u> Signatories confirmed as: Cllrs Jones, Clark, Lockhart-White, Pope and (pro tem) the Clerk. <u>Simple Servicing Authority:</u> This was approved and signed to enable the Clerk to liaise with Barclays and move funds (as required) between accounts. <u>Bank Reconciliation</u> as at 31.3.17: In hand, to be provided to Cllr Clark for confirmation. <u>Payments</u> Ms S Maynard: Feb/Mar: Geese Food, Food Tray, Gloves & Bags: £58.01) Apr: Geese: Supply of water (£40.77), Food, Corn & Straw: (£29.44)) Total: <u>£70.21</u> Mr G Lockhart-White: Spring Litter Pick Expenses: Drinks/Lunches for volunteers: £119.25 Mr G Jones: Expenses Claims: 3.2-28.3.17: Supply of Geese Food (£106.16) + Posts for Beyton Green sign (£29.36) + Geese Worming Powder (£55.32): £190.84)) 1-30.4.17: Geese Food (£54.50) and Fence & Posts for Pond (£57.65): £112.15)) Total <u>£302.99</u> Clerk: Expenses Claim including printer ink, paper, mileage and car parking: £123.35 SALC Subscription 2017/18: £310.56	

	<p>SLCC/ALCC Subscription 2017/18: £98.00 Suffolk Cloud Website Hosting 2017/18: £100.00 TC Forestry & Fencing: Grass Cutting: 2 cuts of the Green (188.00) & 1 x strimming around posts on Green (£34.20): Total: <u>£222.20</u></p>	
17/010	<p>ADMINISTRATION <u>Use of Green for Village Fayre:</u> Members agreed to grant permission for this event on Saturday 10 June. <u>Review of:</u> Councillors' responsibilities in accordance with Transparency Code for Smaller Authorities. The following documents (which had been approved as at 11 July 2016 for the financial year 2016/17) and had recently been circulated for Members' attention were approved for the current financial year (2017/18): Standing Orders, Financial Regulations, Internal Control Statement and Risk Assessment were all approved for this financial year. Cllr Pope advised checking specifically re the annual firework display run by the BVA (which is also undertaking its own risk assessment). The Asset Register was discussed and the proposed updates agreed; the asset register will be accordingly updated and circulated. <u>Parish Council Vacancies:</u> It was agreed that, as the previously interested parties had withdrawn, the two remaining vacancies would be re-advertised on the new website and notice boards. <u>Village Green Lease:</u> It was reported that our insurers are unhappy that there is currently no lease in place due to the PC (and its solicitors') difficulties in communicating with the Ladies of the Manor. Concern was expressed as to how this might affect the play area. It was suggested that a letter be sent to the Ladies' solicitors offering to purchase the Green. It was hoped to report back to the next meeting (having checked re cover for the play area). Cllr Clark offered to speak to a property expert to ascertain where the PC stands legally if we cannot reach the owners. <u>Emergency Plan:</u> Nearing completion. <u>Grit Bins:</u> To be carried forward. <u>Play Area Inspection:</u> MSDC's annual inspection service has been offered at a cost of £43.21. Members agreed to accept this.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>GJ/JC AP Clerk Clerk</p>
17/011	<p>HIGHWAYS <u>Flooding</u> – <u>Manor Farm Drive:</u> SCC hopes to get the landowner to meet the cost of any new drains required; a response is awaited. To be expedited.</p>	GJ
17/012	<p>PLANNING (i) Decision Notices: None (ii) Withdrawn Applications: None (iii) New Planning Applications: 1139/17: The Hawthorns, Woolpit Road, Beyton: Erection of two storey rear extension 1157/17: 4 Bear Meadow: Erection of Front Extension 0833/17: Land adj Guerdon Cottage, Drinkstone Road: Variation of Condition 15 from semi-detached properties to detached properties following grant of PP 1540/13: Erection of 2 no semi-detached dwellings & detached garage to serve both plots, etc 1469/17: The Old Rectory, Church Road: Replacement of double gates with a brick and flint wall incorporating a small wooden pedestrian gate. Members agreed to support these PAs. (iv) Enforcement Matters: None (v) Appeals: None (vi) Other Planning Matters: <u>Neighbourhood Plan:</u> It was agreed that the circulated article on this matter should be placed on the website and included in the BVN. It was suggested that an open public meeting in this regard should be offered – perhaps inviting Paul Bryant from MSDC to speak (who had previously advised the PC on this matter) and an opportunity for residents to vote as to whether a Neighbourhood Plan should be produced noting that such a Plan may influence Planning Officers when determining applications and that a number of volunteers from the Parish will be required to work on this from its inception to its completion, as it is required to be a community owned/run project (i.e. not a PC run one. Members are to review this article before it is publicised. Proposed Affordable Housing: This will form part of the aforementioned Plan.</p>	<p>Clerk</p> <p>GJ/ALL</p>

17/013	COMMUNITY <u>Autumn Litter Pick</u> : It was agreed that this would be arranged for the same weekend in October as last year. <u>Website</u> : All organisations within the Parish should be encouraged to use this website (rather than having separate ones). It was hoped that BVA would transfer. <u>Community Speed Watch</u> : An enquiry will be made as to when this will be <i>going live</i> (i.e. once all the required data has been gathered). <u>Swimming Pool Report</u> : No report available. <u>Geese</u> : It was advised that it is now permissible to remove the fencing from around the pond.	GJ GJ Clerk
17/014	The meeting closed at 2130 hours	
17/015	CORRESPONDENCE : None	
17/016	MATTERS OF REPORT ONLY : None	
17/017	DATE OF THE NEXT MEETING : Monday 5 June at 7.30 p.m. in The Vestry, All Saints Church, Church Road.	

Approved at the PC Meeting held on 5 June 2017