

BEYTON PARISH COUNCIL

Chairman: Graham Jones
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Minutes of the Annual Parish Council meeting of Beyton Parish Council held on Tuesday 9 May 2023 in Thurston Sixth Form, Beyton Campus, Beyton.

Councillors Present: Graham Jones (GJ) (Chairman), John Clark (JC), Kerry Mason (KM), Peggy Orsler (PO) and Jonathan Wilson JW).

In Attendance: Tina Newell (TN) (Parish Council Clerk) and three members of the public.

- 090523/01 **Election of a Chairman of Beyton Parish Council:** Cllr JW proposed GJ as Chairman seconded by JC with all Councillors in favour; as there were no other nominations GJ was unanimously elected as Chairman to Beyton Parish Council.
- 090523/02 GJ duly signed the Declaration of Acceptance to Office as Chairman.
- 090523/03 **To elect a Vice Chairman of the Council:** GJ proposed AA as Vice Chairman seconded by JC with all Councillors in favour. There being no other proposals AA was elected as Vice Chairman of Beyton Parish Council.
- 090523/04 **Apologies for absence:** Ann Alderton (AA) and Helena Harris (HH) tendered apologies for absence prior to the meeting.
- 090523/05 All Councillors resolved to accept AA and HH's apologies for absence.
- 090523/06 District Councillor Austin Davies offered his apologies prior to the meeting and those of David Bradbury due to a meeting in Stowmarket they must both attend.
- 090523/07 **Declaration of Interest:** All Councillors confirmed receipt of Register of Interests forms. TN confirmed these must be completed and returned to the Clerk for sending on to the District Council within 28 days.
- 090523/08 There were no interests declared for any subsequent agenda items.
- 090523/09 There were no dispensation requests to consider.
- 090523/10 **Minutes of the previous meeting:** The minutes of the meeting held on 11 April 2023 were agreed by all present as a true and accurate reflection of the decisions made at

the meeting; GJ was authorized to sign the minutes (reference 110423/01 – 44 inclusive).

Public Forum:

090523/11 **To receive a report from Penny Otton, County Councillor (PO CC):** All Councillors noted this report was received at the earlier Annual Parish meeting and had no further questions.

090523/12 No questions or comments from members of the public.

Planning

090523/13 Councillors noted at the time of issuing the agenda there were no planning applications made to the District Council relating to Beyton to consider.

Councillors noted the following determinations made by the District Council relating to Beyton since the last meeting:

090523/14 DC/23/01289 Redwood Lodge, Church Road, Beyton

MSDC: NO OBJECTIONS BPC: Supported

090523/15 DC/23/ 01021 2 Orchard Close, Beyton

MSDC: GRANTED BPC: Supported

Finance

090523/16 Councillors confirmed receipt of the finance report for period ended 30 April 2023; all Councillors confirmed receipt of the bank reconciliation as supported by bank statements, for the period ended 30 April 2023 prior to the meeting. KM, in the absence of AA and as a non-bank signatory confirmed the reconciliations as presented matched the bank statements showing total cash available of £66,783.56.

Councillors noted the following receipts since the last meeting:

	From	Details	£
090523/17	MSDC	50% of Precept	11,593.01
090523/18	Beyton PCC	Return of overpayment	40.00
090523/19	MSDC	Community Infrastructure Levy (CIL)	7,161.11

All Councillors confirmed a full schedule of payments, supported by invoices and receipts, had been received prior to the meeting and agreed to make the following payments by internet transfer:

	Payee	Details	£
090523/20	Tina Newell	Salary and reimbursements	616.25
090523/21	Ticehurst Gravel	Gravel for pond	720.00
090523/22	Precision Marketing Group	Printing Beyton Village News	556.80
090523/23	Graham Jones	Reimbursement for printing and geese supplies	335.84
090523/24	Trevor Brown	Internal Audit	252.31

090523/25 Councillors noted Barclays Bank currently pays 0.8% interest but Unity Bank Trust offer 2%. It was agreed, for the short term, not to open a new account noting the length of time that could take; all Councillors remain hopeful of purchasing The Green in the near future.

Governance

090523/26 All Cllrs agreed to accept the Internal Auditors Report for the year ended 31 March 2023 noting the Council maintains an effective framework of financial administration and internal financial control whilst demonstrating many examples of good practice.

090523/27 Councillors approved the Annual Governance Statements section one of the Annual Governance and Accountability Statement (AGAR) for the year ended 31 03 2023 in turn confirming the Parish Council have a sound system of internal control. It was resolved for GJ and TN to sign Section One of the AGAR with those present at the meeting as witness.

090523/28 All Councillors approved the Accounting Statements for 2022/23 as transposed on section two of the AGAR in turn confirming the statements presented fairly the financial position of Beyton Parish Council for the year ended

31 March 2023. GJ signed section 2 of the AGAR noting TN as RFO had signed prior to the meeting.

090523/29 It was noted that Beyton Parish Council are subject to a Limited Assurance review for the year ended 31 March 2023 as the total receipts exceeded £25k. TN will prepare and send all the information required to the external auditors PKF Littlejohn.

090523/30 It was agreed the dates for public inspection of the accounts will be from 13 June 2023 up to and including 14 July 2023 and a notice will be displayed on line and on the Parish noticeboard.

090523/31 All Councillors reviewed the Staffing committee terms of reference and agreed to re-adopt it with no amendments.

The following appointments were agreed:

090523/32 Asset management officer HH

090523/33 Risk assessment and policies officer AA

090523/34 Play equipment officer KM

090523/35 Road safety officer KM

090523/36 Footpath officer GJ

090523/37 Ditch/flooding officers GJ and JC

090523/38 Tree warden PO

It was resolved to appoint the following representatives on to external bodies:

090523/39 Beyton & Hessel village hall PO

090523/40 Thurston Sixth Form GJ, JW and TN

090523/41 All Cllrs agreed to continue with annual paid subscriptions to the Society of Local Council Administration (SALC) and non-paid subscription to Community Action Suffolk (CAS).

Updates and reports from working parties and representatives:

- 090523/42 **Neighbourhood Plan:** JW confirmed the public consultation period has ended and the group were now required to review any comments received before going back to the District Council.
- 090523/43 **Bus service:** All Councillors agreed to be included in a four week trial of a twice weekly bus from Beyton to Bury St Edmunds starting Saturday 3 June 2023; tickets costing £5 return must be pre-booked with Elmswell Parish Council. All Councillors agreed to cover any deficit in the trial period of up to £84.00. It was agreed for TN to produce a poster and to publicise this widely.
- 090523/44 **CPR Training:** TN is waiting to hear from two people who may be able to undertake training and is liaising with a resident in Hessel to organise joint training sessions. It is hoped a positive update will be available at the next meeting.
- 090523/45 **Community Speed Watch:** All Councillors noted an Automatic Number Plate Recognition (ANPR) machine has been loaned for use along Bury Road, Beyton for a limited time and agreed for TN to apply for funding for two more Speed Indicator Devices (SID's) as ANPR technology is not available to be purchased by Parish Councils due to data protection regulations.
- 090523/46 **Ditches:** TN continues to pursue Suffolk County Council for a legal agreement binding them to maintain certain ditches, all Councillors noted this has been on going since March 2022 and agreed to ask CC PO to assist. GJ agreed to contact a local land owner to discuss a potential issue on a ditch along Cangles Lane.
- 090523/47 **Thurston Sixth Form:** TN confirmed there is no update on opening the facilities at the Campus to residents.
- The Village Green:**
- 090523/48 Inspection: KM thanked a resident for mending the football nets and confirmed there are no outstanding issues regarding the play equipment this month.
- 090523/49 Maintenance: Councillors noted the grass is now being cut at the expense of the Parish Council, any other maintenance is for the owners of The Green to instruct.

- 090523/50 Purchase: All Councillors noted there had been no response to the latest letter to the owners where the Parish Council asked to continue negotiations to purchase The Green. After a lengthy discussion it was resolved for TN and JW to write to the owners and advise them of their responsibility for maintenance, including a list of essential maintenance that is required, if no contact has been received after 24 May 2023.
- 090523/51 Geese: It was agreed for TN to prepare a report listing the options for the long term welfare of the geese for presenting at the next meeting.
- 090523/52 **Correspondence:** Councillors noted there is a community benefits for electricity transmission network infrastructure consultation which ends on 25 May 2023; after a brief conversation all Councillors agreed to make no comment.
- 090523/53 Councillors agreed dates for the forthcoming meetings as 6 June, 4 July, 5 September, 3 October, 7 November, 5 December, 9 January 2024, 6 February, 5 March, 9 April and 9 May.
- 090523/54 The Chairman closed the meeting at 9.32pm.