

LITTLE BLAKENHAM PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE COUNCIL 15th MAY 2018

Present: Wally Binder (Chairman), Steven Wright, John Latham, Steven Clarke, Mary Whurr, Barry Palmer.

Clerk to the Council – Janet Gobey.

County and District Councillor John Field.

Two members of the public.

The Chairman opened the Meeting at 8.01 pm.

1. To elect the Chairman of the Parish Council.

Cllr. Wright nominated Cllr. Binder. This was seconded by Cllr. Whurr and was agreed unanimously.

2. To elect the Vice Chairman of the Parish Council.

Cllr. Latham nominated Cllr. Wright. This was seconded by Cllr. Whurr and agreed unanimously.

3. To appoint members to any outside bodies.

Councillors agreed the following appointments;

SnOasis Parish Alliance – Cllr. Binder

SALC – Cllr. Binder

Sterling Suffolk – Cllr. Binder

Suez - Cllr. Wright

4. To receive and approve apologies for absence.

None received.

5. Declarations of any pecuniary and non pecuniary interests.

a. Councillors declaration of interest appropriate to any item on the Agenda.

None.

b. To receive written requests for dispensations for disclosable pecuniary interest.

None

c. To grant any requests for dispensations as appropriate.

None

6. Open Forum.

a. To receive reports from District and County Councillors, if present.

County and District Councillor John Field presented his report. The locality budget will continue this year, both at District and County level. Local government financing continues to be a problem. The cost of social care is a major issue. Cuts are continuing year on year. Potholes and pothole repairs continue to be a major issue for Highways, with a large number of reports, complaints and claims.

Ipswich is regarded as a centre of employment growth and this will continue to put pressure on the villages around the Ipswich fringe for housing. BMSDC have not yet identified the full five year land supply for housing that is being required of them by government.

b. 15 minute Open Forum during which parishioners may ask questions and raise issues on matters that are not Agenda items. Councillors and parishioners will be able to ask questions and raise issues with District and County Councillors, if present.

A resident expressed their pleasure that the planning application for Pitstop Farm had finally been approved by BMSDC.

It was noted that Meeting papers should be sent out earlier to Councillors.

7. Approval of previous Meeting minutes.

a. To approve the Minutes of the Parish Council on 20th March 2018.

The Minutes were approved and signed as true and correct record of the Meeting and signed by the Chairman.

8. To receive the Clerk's Update on Action Points.

The Clerk reported that she had been investigating methods of ensuring that Council emails would be encrypted to meet the requirements of the GDPR. There are various possibilities, including installing an encryption programme on existing email accounts, setting up dedicated email accounts using Gmail and using a different method of communication such as Whats App. Councillors agreed that there were advantages and disadvantages to all of these methods.

ACTION: Clerk to present a summary of the options for consideration at the next Meeting. All other Action Points to be covered under Agenda Items.

9. Planning

a. To consider the following planning application:

None

b. To note any planning decisions.

Application Number: DC/18/00924

Proposal: Full Planning Application - Change of use of agricultural barn and erection of extension to form a single dwelling; Installation of photovoltaic solar panels to roof slope.

Location of Development: Inghams Farm, Nettlestead Road, Little Blakenham, Ipswich, Suffolk IP8 4LR.

Decision: Granted

Application Number DC/1695/17

Proposal & Location of Development: Erection of agricultural buildings for livestock, chicken coop/sheds, poly tunnels, timber barn, gravel tracks, crop growing area, grazing paddocks, fruit tree orchard. Turning land into green off grid small holding.

Location of Development: Pitstop Farm, Valley Road, Little Blakenham, IP8 4LT

Decision: Granted

Councillors noted these determinations.

c. Any other planning matters.

None.

d. To note any update on SnOasis Reserved Matters.

Councillors expressed their concern that this application was being allowed to drag on with no date insight for it to go to Committee. It is now approximately eighteen months since the deadline has passed for the developer to provide the full details for Reserved Matters to be considered.

e. To note any update regarding the EA Windfarm construction work.

The contractors are planning to install the ducting for the cables through the Common during June/July.

f. To note any update regarding the Sterling Suffolk greenhouses project.

Work on this is progressing, although there have been delays caused by the weather and the EAW work in the area.

10. Governance

a. To readopt the Suffolk Code of Conduct for Councillors.

Councillors agreed unanimously to readopt this.

b. To approve the Council's Financial Regulations.

Councillors approved these unanimously.

c. To approve the Council's Standing Orders.

Councillors approved these unanimously.

d. To approve the Council's Financial Controls procedures.

Councillors approved these unanimously.

- e. To approve the Council's insurance cover.
Councillors approved this unanimously.
- f. To note any update on the GDPR.

11. Village Hall

- a. To receive an update on progress with the new lease.
The Clerk reported that there had been no progress with this.

12. Finance

- a. To approve the 2017/18 Accounts

The Chairman informed Councillors that the accounts had to be internally audited and the report circulated before they could be approved by Council in case any issues were identified.

- b. To approve the Annual Audit Return for 2017/18

Section 1: Annual Governance Statement 2017/18

Section 2: Accounting Statement 2017/18

The Chairman informed Councillors that the Annual Audit Return had to be internally audited and the report circulated before it could be approved by Council in case any issues were identified. As SALC were unable to do this until June, it would be necessary to organise an Extraordinary Meeting for this purpose.

ACTION: Clerk.

- c. To approve the Clerk as RFO for 2018/19

Councillors unanimously approved this.

- d. Payments to be approved and cheques to be signed.

PARISH COUNCIL MEETING MAY 2018 FINANCIAL REPORT: PERIOD 1/3/2018 to 30 /4/2018

to leave these CHEQUES SIGNED SINCE LAST PARISH COUNCIL MEETING ON 20/3/18

20/4/2018	HMRC	Tax&NI payment	£105.00	LGA 1972, s.111
20/4/2018	N Edrupt	Quarterly salary	£90.00	LGA 1972, s.111
20/4/2018	J Gobey	Quarterly salary	££420.20	LGA 1972, s.111

PAYMENTS MADE BY DIRECT DEBIT 1/3/2018 to 30 /4/2018

25/4/2018	EON Village Hall electricity	£8.69	LGA 1972, s.133
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MAY 2018 MEETING - PAYMENTS TO BE APPROVED & CHEQUES TO BE SIGNED

Anglian Water Business	Village Hall water	£13.18	LGA 1972, s.133
SALC	Annual subscription	£135.58	LGA 1972, s.111
TP Jones & Co LLP	Payroll service June 2017-March 2018	£58.50	LGA 1972, s.111
BMSDC	Dog & litter bin emptying 1/4/18 to 31/3/19	£162.00	Litter Act 1983, ss 5,6.
Chapple Signs	Sign for play area	£30.58	LGA 1972. S.11s
J Gobey	Clerk's expenses – list attached	£240.09	LGA 1972, s.111

Councillors approved these payments.

BANK BALANCES (at end of April 2018) Treasurers Account

Receipts – £2900.00 - First instalment of Precept

Payments - £878.25

30/3/18 - £8495.69

Deposit Account

Receipts - £0.35 - 3 three months interest

29/9/17 - £2932.18

RESERVES

GENERAL RESERVE

50% of the Annual Precept, plus one month's running costs.

17/18 Annual Precept = £550 50% = £2750.

One month's average running costs (16/17) = £350.

TOTAL - £3100

EARMARKED RESERVES

Replacement of electricity poles and replacement of light fittings with LED lights. Approximate total cost of project = £9574.01

£2000 is set aside as an Earmarked Reserve towards these costs.

Glebeland lease legal costs - **£1500**.

Village Hall charitable trust costs - **£1000**

General Data Protection Regulations costs - **£500**

Contribution towards Village Hall upgrade costs - **£1725**

TOTAL EARMARKED RESERVES - £6225

Councillors noted the Financial report and Cllr.

e. To review the General and Earmarked Reserves.

Councillors agreed unchanged.

13. To note the national pay award rate for the Clerk.

Councillors noted this.

14. To determine the dates of Parish Council Meetings for 2018/19.

Councillors agreed the following dates:

17th July 2018

18th September 2018

20th November 2018

15th January 2019

19th March 2019

21st May 2019 (Annual Meeting of the Parish and Annual Meeting of the Council)

15. Correspondence

To note the following items of correspondence and form a response where appropriate:

Suffolk Constabulary	2nd May email containing information about Police Connect messaging group set up specifically for the Parish Clerks around the county.
BMSDC	30 th April email from BMSDC regarding CIL funding and bidding process.
SALC	27 th April email from SALC - Weekly bulletin with GDPR update.

Councillors noted these and agreed that the Council should join the Police Connect scheme.

16. The date of the next Ordinary Meeting will be 17th July 2018. No matters were put forward for the Agenda.

The Chairman closed the Meeting at 8.43 pm with thanks to all attending.

Signed as a true and correct record of the Meeting.