



Wickham Skeith Parish Council

MINUTES of PARISH COUNCIL MEETING (AGM) held **MONDAY, 14 MAY 2018** at **WICKHAM SKEITH VILLAGE HALL**

Present: Cllrs P Wright, N Merriam, B Kemp, H Bowes, M Blair, T Thorogood, T Goodacre (Clerk), Cllr Stringer (MSDC and SCC), and 13 members of the public

Apologies: Accepted from Cllr K Knights

1. Election of Chair: The Clerk opened the meeting by thanking Cllr Wright on behalf of the Parish Council for his term in office as Chair. Nominations were then invited from Councillors for the position of Chair. Cllr Kemp proposed Cllr Thorogood, seconded by Cllr Blair. Cllr Thorogood accepted the position of Chair and signed the Declaration of Acceptance of Office.
2. Election of Officers: The Clerk invited nominations for the position of Vice-Chair. Cllr Kemp proposed Cllr Bowes, seconded by Cllr Thorogood. Cllr Bowes accepted the position of Vice-Chair. For the position of Treasurer, Cllr Bowes proposed Cllr Kemp, seconded by Cllr Thorogood. Cllr Kemp agreed to continue in role of Treasurer until January 2019 (once the Precept has been finalised) and will then be standing down.

With the resignation of Cllr Merriam at the March meeting, the vacancy was advertised in the newsletter. Interest was received from M Wade, who was proposed by Cllr Blair, seconded by Cllr Kemp. M Wade accepted the position of Parish Councillor (and completed the Declaration of Acceptance of Office at the close of meeting).

To mark Cllr Merriam's 18 years in office as Parish Councillor and personal contribution to the village, a Cherry Tree was presented from current members of the Parish Council.

Following Cllr Wright's resignation at the Annual Parish Meeting, it was agreed to advertise the vacancy of Parish Councillor in the newsletter.

With elections concluded, the Clerk invited Cllr Thorogood to continue with the opening of the AGM.

3. Chair's Welcome: Cllr Thorogood opened the AGM, which followed on from the Annual Parish Meeting.
4. Declaration of Interest: None Received.
5. Minutes of Meeting held 12 March 2018: The Minutes were approved by all Councillors and signed by the Chair.
6. Reports:
 - 6.1. Treasurer's Report 2017/18: Cllr Kemp presented the Treasurer's Annual Report, giving thanks to R Bassett, Internal Auditor, and Parish Clerk.
 - 6.1.1. Internal Accounts Audit & Control Review 2017/18: Cllr Kemp advised that R Bassett, Internal Auditor, had approved and signed review document, without comments or required actions.
 - 6.1.2. Annual Governance Statement 2017/18: Cllr Kemp presented proposed Statement. All Councillors were in agreement to adopt proposed Statement, which was then signed by Chair and Clerk.
 - 6.1.3. Final Accounts Approval 2017/18: Cllr Kemp presented end of year Accounts as at 31 March 2018, which showed a balance of £2,608.71. All Councillors were in agreement to adopt Final Accounts.
 - 6.1.4. Accounting Statements 2017/18: Cllr Kemp presented Cross Check for Audit Statements alongside Accounting Statements. All Councillors were in agreement to adopt the completed Accounting Statements, which were then signed by Chair and Treasurer.
 - 6.1.5. Invoices for Approval: The following invoices were approved for payment:

SALC: Subscriptions	£179.32
Suffolk.Cloud (Website Hosting/Support 2018/19)	£100.00
MSDC (Litter Bin Emptying)	£108.00
M Downard (Grass Cutting Services) - Invoice paid to meet end of year accounts	£600.00
 - 6.2. SCC: Cllr Stringer

Cllr Stringer gave personal thanks to N Merriam for his support during his term in office over the past 18 years.

 - 6.2.1. Following May 2017 election, Cllr Stringer advised on structure of seats within County Council.
 - 6.2.2. Home to School Transport: Consultation of September 2017 questioned with more research argued. Cabinet to reconsider proposals in June 2018.
 - 6.2.3. Highways: Pot holes continue to be key issue. Residents encouraged to report highway issues using reporting tool <https://www.suffolk.gov.uk/roads-and-transport/highway-maintenance/report-a-highways-issue/>.
 - 6.2.4. Broadband: This year saw the infrastructure for second phase of broadband roll out.

- 6.3. MSDC: Cllr Stringer
 - 6.3.1. Move to Ipswich: MSDC moved from Needham Market to Endeavour House, Ipswich as cost cutting exercise. "Touch Down" point in former CSD Building still in Stowmarket, as well as Waste Depot near Train Station.
 - 6.3.2. Neighbourhood Plan: Mendlesham Parish Council have worked to bring forward an Allocations Policy into current Neighbourhood Plan, to give weight in planning decisions.
 - 6.3.3. CIL Income Policy: CIL Expenditure Framework has been agreed by MSDC where 15% goes to Parish (25% if Neighbourhood Plan in place). This is a fund which organisations can bid for funding towards projects (two bidding rounds each year).
 - 6.3.4. Boundary Review: Boundary Commission still looking at proposals, which joins Wickham Skeith with villages along A140 up to Yaxley.
 - 6.3.5. Housing Supply/Joint Local Plan: New JLP, which sets out housing and business growth over next two decades, went to public consultation at end of 2017. This will not be inspected by Government until later this year.
- Cllr Stringer gave thanks to all Parish Councillors and Clerk for their work during the year.
- 6.4. Suffolk Police:
 - 6.4.1. Constabulary looking to set up Police Connect Messaging Group, specifically for Parish Clerks – Clerk has registered interest.
 - 6.4.2. Your Police, Your Say: Next public meeting on 11/07/18 at Cedars Hotel, Stowmarket at 7 pm.
 - 6.4.3. Police encouraging residents to remain aware of scams and bogus callers – the "Nottingham Knockers" have been in the area recently – there is no such scheme and goods usually sold at over inflated prices.
 - 6.4.4. Website showing two crimes in Wickham Skeith (both March 2018); one in Daisy Green Lane and one vehicle crime in Grange Road.
- 6.5. Parish Clerk: The Clerk commented on the last year seeing many consultations, reviews and new legislation, all creating more involvement from the Parish Council.
 - 6.5.1. GDPR: New regulations commencing 25.05.18, however, NALC have advised that Government has tabled an amendment to exempt Parish/Town Councils from requirement of appointing a Data Protection Officer, which has led to Impact Assessment being put on hold. There are still a series of Policies/Notices that the Parish Council will need to adopt and these are currently being drafted. Thanks were given to Cllr Kemp for his input and support regarding GDPR and Emergency Plan updates.
 - 6.5.2. Highways/Signage: The Clerk raised frustrations of reporting tool as MSDC do not have resources/budget to action reports logged. Pot Hole at corner of Rose Lane raised (Cllr Stringer relogged report 15/05/2018).
- 6.6. Parish Councillors:
Cllr Bowes raised Fishing/Signage on Village Green/Grimmer – Item to be raised at July meeting.
- 7. Correspondence Received:
 - 7.1. Community Action Suffolk (CAS) Membership: Membership has just been renewed, a free subscription to Parish Councils.
 - 7.2. A resident of The Entry raised concern over the conditions of the lower section, particularly when weather was extreme earlier in year. Clerk reported to Highways but, as yet, no action has been taken.
 - 7.3. Royal Wedding: Commemorative medals of Megan and Harry's wedding on 19.05.18 are being promoted. All Councillors in agreement not to purchase.All other correspondence included in Agenda items or in Circulation File.
- 8. Planning Matters: No applications received.
- 9. Matters for next Agenda and Any Other Business: GDPR, Community Speed Watch, Defibrillator, Village Green Working Parties, Community Emergency Plan, Grimmer Fishing.
- 10. Next Meeting: 9 July 2018

Meeting closed at 9.35 pm

Signed:
Chair

Date:

Wickham Skeith Parish Council

Chair:	Tim Thorogood	01449 766757	Parish Councillors:	Kevin Knights	01449 767708
Treasurer:	Barry Kemp	01449 766813		Paul Wright	07921 292233
Vice Chair:	Harriet Bowes	01449 766708		Margarita Wade	01449 767009
Parish Clerk:	Tara Goodacre	01449 768696		Michael Blair	01449 766640