



# Wickham Skeith Parish Council

## MINUTES of PARISH COUNCIL MEETING (AGM) held MONDAY, 13 MAY 2019 at WICKHAM SKEITH VILLAGE HALL

Present: Cllrs T Thorogood, M Blair, M Wade, T Goodacre (Clerk), R Warboys (BMSDC) and 7 members of the public

Apologies: Accepted from Cllr H Bowes

1. Election of Chair: The Clerk opened the meeting, inviting nominations for the position of Chair. Cllr Blair proposed Cllr Thorogood, seconded by Cllr Wade. Cllr Thorogood accepted the position of Chair and signed the Declaration of Acceptance of Office.
2. Election of Officers: The Chair invited nominations for the position of Vice-Chair, proposing Cllr Bowes, seconded by Cllr Wade (Cllr Bowes had advised that this position would be accepted if proposed). With only nomination of election papers being submitted for Cllrs Thorogood, Bowes, Blair and Wade, K Knights, B Kemp and R Palmer were asked if they wished to be co-opted. All were in agreement and signed the Declaration of Acceptance of Office. The Chair invited nominations for the position of Treasurer, proposing B Kemp, seconded by Cllr Wade.
3. Chair's Welcome: Cllr Thorogood opened the AGM, which followed on from the Annual Parish Meeting.
4. Declaration of Interest: Cllrs Wade and Knights declared a non-pecuniary interest for Item 8.
5. Minutes of Meeting held 11 March 2019: The Minutes were approved by all Councillors and signed by the Chair.
6. Reports:
  - 6.1. Treasurer's Report 2018/19: Cllr Kemp presented the Treasurer's Annual Report, giving thanks to R Bassett, Internal Auditor, and Clerk.
    - 6.1.1. Internal Accounts Audit & Control Review 2018/19: Cllr Kemp confirmed that review documentation agreed at meeting of 11.03.19 had now been formally signed off by R Bassett, Internal Auditor.
    - 6.1.2. Annual Governance Statement 2018/19: Cllr Kemp presented proposed Statement, Section 1. All Councillors were in agreement to adopt proposed Statement, which was then signed by Chair and Clerk.
    - 6.1.3. Final Accounts Approval 2018/19: Cllr Kemp presented end of year Accounts as at 31 March 2019, which showed a balance of £2,898.74. All Councillors were in agreement to adopt Final Accounts.
    - 6.1.4. Accounting Statements 2018/19: After initially signing Accounting Statement, Cllr Kemp presented cross check of Receipts and Payments Summary against Accounting Statements, Section 2. All Councillors were in agreement to adopt the completed Accounting Statements, which were then signed by Chair.
    - 6.1.5. Invoices for Approval: The following invoices were approved for payment:

Village Hall Hire (Jan/Feb/Mar meetings)	£36.00
Suffolk.Cloud (Website Hosting/Support 2019/20)	£100.00
  - 6.2. SCC: Cllr Stringer – no report received.
  - 6.3. BMSDC: Following the recent elections, Cllr Warboys was elected, representing the Gislingham Ward. Cllr Warboys gave a brief introduction about himself and gave reassurance that a neutral position representing interests would be advocated within BMSDC.
  - 6.4. Suffolk Police: No crimes were reported on website.
  - 6.5. Parish Clerk:
    - 6.5.1. Pot Holes: The condition of the road around The Grimmer/Village Green had been reported and confirmation of works agreed received.
    - 6.5.2. CAS Membership: Free membership was renewed in March, giving access to advice for community sectors.
  - 6.6. Parish Councillors:
    - 6.6.1. Cllr Wade gave an update on funding received for the defibrillator (£2,400 from National Lottery, £1,000 from Tesco Bags of Help Scheme, £300 from coffee morning) and presented model options/proposed training. The Chair advised that Village Hall Committee had offered to fund electrical socket/installation within Village Hall. Cllr Warboys advised that the provision of a telephone box may be available for housing of defibrillator.
    - 6.6.2. Cllr Blair questioned delay of BMSDC Joint Local Plan. Cllr Warboys has meeting next week and will advise update following.
    - 6.6.3. Cllr Blair advised of Septic Tank registering requirement.
    - 6.6.4. Cllr Blair/Wade questioned possibility of Parish Council purchasing land for sale in Daisy Green Lane. Members of the public felt that this land was already under offer.

- 6.6.5. Cllr Knights advised that BSMDC have advertising that a 5 year land supply can be demonstrated.
- 6.6.6. Community Speed Watch: Consideration for the purchase of additional brackets to ease removal and re-erection of SID were considered, however, costs were too high to proceed.
- 6.6.7. Cllr Kemp advised that the Treasurer’s Manual was nearing completion.

7. Correspondence Received:

- 7.1. Correspondence received from concerned resident in The Street regarding speeding (received prior to SID being erected along Wickham Road).
  - 7.2. St Andrews Close: Orwell Housing have advised of tree works involving removal of 3 silver birches on 28.05.19.
- All other correspondence included in Agenda items or in Circulation File.

8. Planning Matters: DC/19/02223 – Outline planning permission applicaton received for erection of two detached dwellings with garages and contruction access on land south of The Grange, Grange Road. Following mixed discussions, it was agreed to support application, but raise concerns for the development to be in keeping with character of location/neighbouring properties and for consideration to be given to the orchard/trees.

9. Matters for next Agenda and Any Other Business: Village Green (consideration of areas to be left uncut)

10. Next Meeting: 8 July 2019

Meeting closed at 9.57 pm

Signed: .....  
Chair

Date: .....

**Wickham Skeith Parish Council**

<b>Chair:</b>	Tim Thorogood	01449 766757	<b>Parish Councillors:</b>	Kevin Knights	01449 767708
<b>Treasurer:</b>	Barry Kemp	01449 766813		Margarita Wade	01449 767009
<b>Vice Chair:</b>	Harriet Bowes	01449 766708		Michael Blair	01449 766640
<b>Parish Clerk:</b>	Tara Goodacre	01449 768696		Richard Palmer	07376 142447