

THRANDESTON PARISH COUNCIL

Minutes of the Annual General Meeting of Thrandeston Parish Council held at 7.30 pm on **Monday 18 May 18 2015** in Thrandeston Village Hall.

PRESENT: Councillors Jerry Cotter, Andrew Colchester, Sharon Colchester and Alison Murton. Also in attendance the retiring Chairman (David Burn), County Councillor Jessica Fleming, nine members of the public and the Clerk (Sarah Foote)

1. Election of Chairman

Cllr Burn opened the meeting and asked for nominations for the position of Chairman. It was proposed and unanimously agreed to elect Cllr Hawes as Chairman of the Parish Council. As Cllr Hawes was not present at the meeting, he would need to sign a Declaration of Acceptance of Office for the role of Chairman as soon as possible.

2. Apologies for absence

Apologies were received and accepted from Cllr Hawes. Apologies were also received from PCSO Faulkner.

3. Chairman's opening remarks

The Clerk provided the new Councillors with a folder of statutory documents to assist in their role of Councillor for the parish.

The retiring Chairman thanked all those that had supported the Council during the last four years.

4. To receive any declarations of pecuniary and non-pecuniary interests from members on any item to be discussed.

Cllr Murton declared a non-pecuniary interest in agenda item 13 – Village Sign.

There were no requests for dispensations.

5. Election to other roles

a) Vice Chairman

It was proposed and unanimously agreed to elect Cllr Murton to the position of Vice Chairman.

19.45 David Burn took a seat in the public gallery.

b) Responsible Financial Officer

It was proposed and unanimously agreed to elect Sarah Foote to the position of Responsible Financial Officer.

c) Representative on Energy Power Renewals Liaison Group.

It was proposed and unanimously agreed to elect Cllr Sharon Colchester to this role. The next Liaison Group meeting would take place on 4 June 2015 and Cllr Sharon Colchester would attend.

6. Election to Committees and Working Groups including determination of appropriate delegated powers

a) The Common(s) Committee

With question being answered and information being provided by Laurence Conroy, a discussion took place around the HLS agreement and the second stage of the capital works programme. It was then duly agreed that instead of forming a Committee, Cllr Andrew Colchester would take the role of Commons Co-ordinator.

Laurence Conroy, passed Chair of the Commons Committee, passed paperwork and update information to the Parish Council.

b) Employment Committee

It was agreed to return this role to the full Council.

7. Appointment of Cheque Signatories (Bank Mandate change)

It was proposed and unanimously agreed to appoint Cllr Sharon Colchester, Cllr Andrew Colchester, Cllr Alison Murton. These Councillors signed the bank mandate which the Clerk will submit to the bank as a matter of urgency. *Action: Clerk*

8. Training programme for new Councillors - It was agreed that all Councillors would attend the 'New Councillor' briefing in Hoxne on 25 June at a cost of £25.00 per delegate. *Action: Clerk to book places.*

PUBLIC FORUM –

20.19 Meeting closed

David Burn advised, that in his opinion, it impossible to make decisions that reflects the views of all people and that sometimes Parish Councils have to take decisions that have to be majority view.

Gill Stebbings stated that she was pleased more people were attending Parish Council meetings as very often the former Council had not had any members of the public present for their meetings.

Suffolk County Council – Cllr Fleming reported that the new leader of the conservative group at the County Council was Colin Noble and he was expected to be elected leader of the Council. Questions were asked to Councillor Fleming on:

-Better Broadband and where was the existing box located in the village? It was confirmed that there would be a presentation from Suffolk Better Broadband at the start of the next Parish Council meeting.

Signed Chairman.....

Date 6 July 2015

..... Clerk

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-The future of the Mellis railway crossing and the possible knock on effect for Thrandeston if the crossing was closed. Cllr Fleming confirmed all crossings along the London to Norwich line were under review and consultations would take place. Her personal opinion was that there would be no change in Mellis.

- Cllr Fleming confirmed that the verges on A and B roads were cut in June and August (two cuts), C and U roads by the end of June (one cut only). Councillors were concerned that many of the roads in Thrandeston were already dangerous as Cows' Parsley was obstructing drivers' vision. It was agreed that this would be reported to Highways and copied Cllr Fleming. *Action: Clerk to contact Highways.*

Mid Suffolk District Council – Cllr Burn reported that Mid Suffolk had followed the national trend and now had more Conservative councillors (increased from 24 to 31) with only nine opposition Councillors (five Green party, four Liberal Democrats). Cllr Burn also confirmed that a new Secretary of State for Energy had been appointed (Amber Rudd) and her decision on the proposed gas power station was awaited.

Suffolk Police – no report.

20.31 meeting reconvened.

9. To consider confirming the minutes of the meeting of 2 March 2015 and 30 March 2015

The minutes of the meetings held on 2 March and 30 March 2015 were unanimously agreed as a true record of the meetings.

10. To note matters arising from the minutes of the meeting of 2 March 2015 and 30 March 2015

461/9 – Planting of Trees at the rail embankment. It was agreed this would be discussed at the next meeting.

Action: Agenda next meeting.

466/6 – The Clerk confirmed the Parish Council website was now up and running and contained information necessary to comply with the new Transparency Code.

466/8b – Drainage works near village hall car park. No quotes had been obtained.

466/8c – Fence around the pump. It was agreed Cllr Andrew Colchester would inspect and organise appropriate repair. *Action: Cllr Andrew Colchester.*

467/10b – Hog Roast event. The Village Hall Association were required to submit a copy of their risk assessment, insurance and temporary events licence to the Parish Council. *Action: Cllr Murton.*

11. Procedural

a) Appointment of an internal auditor for the year ending 31 March 2015. It was agreed to appoint Heelis and Lodge to undertake the internal audit and their scope of work was considered and approved by the Council.

b) The Accounts for year ending 31 March 2015 were unanimously agreed. Section One (Accounting Statement) and Section Two (Annual Governance Statement) of the Local Councils' Annual Return for year ending 31 March 2015 were considered and the completion was unanimously agreed by the Council. The Statement of Significant Variances and updated Asset Register were noted by Councillors.

12. Planning

a) There were no planning applications to consider.

b) There were no planning determinations to note.

c) There were no other planning matters.

13. Annual Parish Meeting

To consider matters arising from Annual Parish Meeting;

Village sign – a discussion took place on how the matter of a possible village sign could be progressed. It was agreed to defer this matter to the next meeting. *Action: Agenda next meeting.*

Telephone kiosk removal - Clerk to check if there are any costs for removal of the kiosk which the majority of parishioners attending the meeting were content to see removed. *Action: Clerk and Agenda next meeting.*

Village Recorder – the Parish Council were pleased that Jane Colchester had volunteered for the role for Great Green and Jerry Rolfe for Little Green.

14. Finance

a) The current financial statement (to include bank balances and payments received) was noted. The Clerk confirmed that all remaining funds relating to the Eye Airfield Parishes Working Group had now been returned to the donors proportionate to the amount of their original donation.

b) It was agreed to make the following payments pending authorisation of the new cheque signatories:

Amount	Payee	Details	Chq No	Power
£294.67	Sarah Foote	Clerk's salary April and May 2015	100398	LGA 1972 S111(i)
£48.54	Sarah Foote	Clerk's expenses March, April and May 2015	100398	LGA 1972 S111(i)
£4.25	Anglia Book Keeping	Payroll services Months 10,11 and	100483	LGA 1972 S111(i)

Signed Chairman.....
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£131.00	Suffolk Association of Local Councils	Annual Subscription	100484	LGA 1972 S111(i)
£25.00	Suffolk Preservation Society	Annual Subscription	100485	LGA 1972 S111(i)
£192.37	Community Action Suffolk	Annual Insurance Renewal	100486	LGA 1972 S111(i), S114 and S140(i)

15. Correspondence

a) The following items of correspondence received since the last meeting were noted:

Date received	From	Subject
06.05.15	Mid Suffolk District Council	Parish Liaison Meeting – 9 June 2015
29.04.15	Eye Town Council	Mayor Making Service and Reception
28.04.15	Suffolk Association of Local Councils	LAIS Up to Date April 2015
10.04.15	Mid Suffolk District Council	Notification of Community Infrastructure Levy Submission.

16. Consultations

There were no consultations to consider.

17. Urgent Matters

It was reconfirmed that the Clerk would contact Highways regarding the cutting of the verges.

An invoice relating to grass cutting in 2014 would be submitting to the Parish Council for consideration under payments at the next meeting.

18. Date of next meeting and agenda items – Monday 6 July 2015.

It was agreed the Clerk would contact Natural England (David Whiting) to ask for the new Council, via the Commons Co-ordinator Cllr Andrew Colchester, to be brought up to date on the Stewardship agreement and the cutting restrictions. The future cutting of the grass on Little Green would be an agenda item for the next meeting.

Action: Agenda next meeting and Clerk to contact David Whiting.

Meeting Closed 21.28

Signed Chairman.....

Date 6 July 2015

..... Clerk