

## Minutes of

### CRETINGHAM, MONEWDEN AND HOO ANNUAL PARISH COUNCIL MEETING

Cretingham, Monewden and Hoo Parish Council held on  
May 27, 2020 at 7.30pm via Zoom

**Present:** Cllrs Brian Martin; David Defoe; Alan Peat; Maria Whelan; Alister Gourlay, Richard Chenery, Michael Oliver, David Egan and Caroline Saxby (Acting Clerk). District Councillor Maurice Cook

**Public:** none present

**36. To elect Chairman** – Cllr Alister Gourlay was proposed by Cllr Chenery and Seconded by Cllr Oliver and was elected unanimously. Cllr Gourlay will sign the Declaration of Acceptance of Office

**36.1 To elect Vice Chair** – Cllr Alan Peat was proposed by Cllr Whelan and Seconded by Cllr Saxby and was elected unanimously. Cllr Peat will sign the Declaration of Acceptance of Office

**36.2. Apologies** – none

**36.3 Declarations of Interest and to accept any dispensations** - none

**36.4 To consider confirming the Minutes of the Parish Council Meeting on 21 January 2020** – the minutes were confirmed and signed

**36.5 Matters for debate**

**36.5.1** The Chairman updated the council on the SID – the application has been accepted but due to skeleton staff at the council the work has not been scheduled yet. Once it is scheduled the signs can be ordered.

**36.5.2.** The Footpath bridge at Swan Lane, Cretingham was closed 2 and a half years ago as being unsafe. It was on the work schedule in 2019/20 but has still not been repaired. Clerk will follow up with the Highways Department

**36.5.3** Following a survey of signs in the 3 villages there are 17 signs that need to be replaced. Cllr Gourlay will look into getting a quotation from the council for this. Clerk to check to see if second quotation will be needed. Cllr Chenery wanted to ensure that the Parish Council would not be responsible for ownership of the new poles if council did pay for them. Cllr Cook assured that this would not be the case.

**36.5.4** Clerk advised Council that all planning would be online going forward and so there would be no hardcopy plans available for meetings.

**36.5.5** It was agreed that Clerk would facilitate the opening of a new bank account for the Charitylands money that had been deposited in the Parish Council Bank Account in error.

**36.5.6** The privacy notice was approved and will be on the website. Other GDPR policies mentioned in the audit will be presented to the council for discussion and approval at the next meeting in September.

**36.5.7** Kingfisher Community Kitchen – this was not continued and so they did not make an application to the Suffolk Foundation and so did not need to use the parish council to accept funds on their behalf.

**36.5.8** Councillors reports –

Highways – the road between Monewden and Brandeston is due to be resurfaced next week.

Environment – Kingfishers is reducing their golf course from an 18 hole to a 9 hole. We await any possible planning applications regarding the use of the land released as a result of the change.

Neighbourhood Watch – Cllr Chenery said that the Whatsapp Group had been useful during the Covid Crisis

**36.5.9** Cllr Maurice Cook has been giving regular reports to the Parish Council of the work of the District Council and thanks were noted for these as they have been very welcome and informative. Cllr Cook asked that parishioners reduce the frequency of verge cutting for wildlife. He also advised that there would be Business grants available to support businesses through the Covid crisis. Cllr Egan asked when rural internet would be improved in our area where fibre had still not been laid and Cllr Cook will look into this and report back.

**36.6 Review of audit and recommendations** – audit was approved and it was agreed to pay the £186.00 audit fee. The recommendations will be implemented.

**36.7 To opt out of external audit** – it was unanimously agreed that the parish council would opt out of the external audit for 2019/20

**36.8 Portfolio holders** – the following councillors were elected –

Highways - Cllr Defoe

Environment - Cllr Oliver

Planning - Cllr Martin

Finance - Cllr Peat

Services and Amenities – Cllr Whelan

Police/NHW - Cllr Chenery

**36.9 Planning Applications** - no decisions made since the last meeting and no current planning applications to discuss

**36.10 Correspondence since last meeting** circulated to Councillors by email

Covid 19 Briefing SCC

Local validation List consultation

E Suffolk Council Suffolk Coastal Local Plan Consultation

Maurice Cook Weekly Bulletin

May planning newsletter

Covid 19 Daily Bulletin

Latest COVID 19 SALC webpage

Energy Projects Planned for Suffolk Heritage Coast

Maurice Cook's Monthly Report

Suffolk Charity Vote

E Suffolk Council Parking Consultation Launch  
Asset of Community Value (Right to bid) workshop  
The Local Councillor e-newsletter  
Ipswich Northern Route Strategic Outline Business Case  
Invitation to Woodbridge Climate Summit 15-16 Feb  
East Suffolk Forum

**36.11 Financial matters and payments due:**

**Current Account Balance as of 7 May 2020 - £15,449.95 (including £1,588.82 for Charitylands)**

The following payments were agreed -

**100029** CAB donation agreed at Jan meeting - £50

**100030** ICO renewal fee - £40.00

**100031** SALC Membership - £186.84

Budget and actual expenditure comparison was discussed

**36.12 Items to go forward to next Agenda** – to be given to clerk prior to next meeting

The meeting closed at 8.10. The next meeting is at 7.30 on 22<sup>nd</sup> September 2020

Signed

Dated