

**Minutes of the Meeting of the Parish Council of Cretingham, Monewden & Hoo
Held in the Village Hall Monewden 12 January 2017**

Present: Brian Martin; Alister Gourlay; Richard Chenery; David Defoe; George Ralli; Caroline Saxby (acting clerk); Jan Wild

In Attendance: Cllr Robin Vickery; Cllr Paul Rous

No members of the public attended. No items were brought to the attention of the Parish Council in the time allocated to the Public Forum

17.1 Chairman's welcome

17.2 Appointment of Caroline Saxby as Acting Clerk and Alister Gourlay as Responsible Financial Officer; Prop: GR Seconded DD

17.3 Apologies for Absence were received from and accepted: Alan Peat

17.4 No dispensations had been requested

17.5 The Minutes of the Meeting held on 21 September 2016 were approved unanimously by those members who had been present and signed. DD requested minutes soon after meeting.

17.6 There were no Declarations of Interest

17.7 Councillors' Reports:

17.7.1 Environment – nothing to report

17.7.2 Finance:

17.7.2.i Approval of Accounts for Payment

Payments requiring approval were:

300023	£ 50.00	Annual grant	Leiston & District CAB
300024	£266.70	Carol Smy's owed hours Dec/Jan	CA Smy
300025	£27.82	PAYE tax - £15.42 historical and £12.40 for Dec	HMRC
300026	£24.00	Introduction to clerking	SALC
300027	£60.00	Reimbursement for website hosting fee to SALC	Alister Gourlay
300028	£173.52	SALC membership	SALC
300029	£42.00	Annual audit fee	Heelis and Lodge

Proposed:JW seconded:RC agreed unanimously

17.7.2.i.a Banking: Still with Unity Trust as need proof of change of clerk to continue with the change to the Coop

17.7.2.ii Financial Report

Balances at 31 December 2016:

Current Account: £3,038.93

There were no unrepresented cheques

17.7.2.iii Charitylands accounts: Community Account £335.01 Savings £810.01

17.7.2.iv Transparency Code Funding – see below clerks report

17.7.2.v Budget 2017/18 – the budget discussed at our last meeting was agreed unanimously and signed and the precept for 2017/18 was unanimously agreed at £2,150.

17.7.3 Health, Education – no report

17.7.4 Highways – there are still potholes which need to be filled. The middle of Church Road in Monewden is raised as the road either side is being eroded.

17.7.5 Planning –

17.7.5.1 Applications for consideration at this meeting: Mast at Cretingham Golf Club – it was unanimously agreed that we would wait to comment until a planning application had been made

17.7.5.2 Applications considered at previous planning meetings:

17.7.5.3 Decisions made by SCDC

DC/16/3260/FUL construction of garden wall with gateway linking house to outbuilding and replacement of oil tank

The Mill House, The Street, Monewden

DC/16/3875/VOC variation of Conditions 2 & 3 of Planning Consent DC/15/4464/FUL (Self-contained annexe building in the curtilage of a listed building)

The Old School House, Hoo Green

DC/16/4565/TCA felling of 3 silver birches

The Church Cretingham

DC/16/4865/FUL extension to garage

Pegways, Monewden

All the above applications had planning approval granted

17.7.5.4 Other planning matters

17.7.5.4.i DC/16/5031/FUL – boiler and oil tank ***286 Kittles Corner, Cretingham***

Approval with no further comment was recommended unanimously for the above

17.7.6 Police – RC reported statistics from website up to November. There has been one burglary in Monewden,, 2 burglaries in Hoo plus a vehicle crime and an ‘other theft’ in Charsfield. There are no suspects.

17.7.7 SALC/Community Action Suffolk – No report

17.7.8 Services & Amenities – No report

17.8 Correspondence

17.8.1.i Donation request from Disability Advice Service East Suffolk

17.8.1ii Email request from Brandeston re contribution to upkeep of tennis court and rec area – it was unanimously decided that with regret we would not be in a position to make a contribution

17.8.1iii Letter from Suffolk Coastal re request for precept – precept needs to be agreed at meeting and form signed and sent to Suffolk Coastal by 20/1/17.

17.8.2 Tabled Items:

17.9 Clerk’s report

17.9.1 Acting Clerk has attended a half day course at SALC as training

17.9.2 SALC suggested that a laptop was purchased and used by the acting clerk as this could then be handed over to the new clerk once appointed. We have received funds from the transparency fund for a laptop and scanner/printer. It was agreed CS would look at laptops before the next meeting

17.9.3 Clerk has received confirmation from SALC that there is no legal problems with unpaid clerk and RFO and that both can partake in the meetings as councillors.

17.9.4 Carol was owed £583 and she is receiving £145.75 gross for the four months from December. Her last payment will be in March 2017.

17.9.5 – HMRC is looking for £15.42 PAYE for 2013/14 – it was agreed unanimously that this would be paid to clear the account

17.10 Reports from County and District Councillors

17.10.1 **County Councillor** - Robin Vickery (RV) introduced himself as our new County Councillor. He is on the Scrutiny Committee and involved with the Armed Forces. He is interested in highways and his contact is David Chenery at the Saxmundham Office (david.chenery@suffolk.gov.uk). He is also interested in safer driving around the villages and at trying to control speeds. He has helped to fund from his locality budget the purchase of SID signs (Speed Indicating Devices) which show the speed motorists are going and collects data on the speed of motorists. They cost about £3,000 and are moveable so could be used for the 3 villages. The signs are battery operated and need volunteers to move them to different parts of the villages. He believes Suffolk County Council will pay for the posts. Creetingham have a problem with speeding drivers. It was agreed the council would email Robin and ask for funding for a SID – there may be £1,000 available. DD asked who he should contact when he does not receive a reply using the highways portal and RV suggested he contact David Chenery.

17.10.2 **District Councillor** – Paul Rous (PR) had submitted his monthly report for January prior to the meeting. The proposed merger between Suffolk Coastal and Waveney councils is being discussed at the meeting on 26 January. Savings have been made following the merger of services of the two councils. Suffolk Coastal has now moved into East Suffolk House in Melton. PR also mentioned that he has some of his Enabling Budget and so if we were interested in the SID sign we could apply through this for funding. Work on the village hall was mentioned and again we could apply for funding for this.

17.11 Monewden Airfield – The council has two planning enforcement cases regarding the airfield. ENF/2016/0391/COND is the case regarding the agricultural tie on Airfield Cottage which includes working from premises and there was a complaint of use of unauthorised aircraft at the airfield ENF2016/0412/COND. Clerk to speak to council regarding these for an update next meeting.

17.12 OneSuffolk website – no updates given

17.13 Matters of Information brought by Members - none

17.14 Items for the next Meeting of the Parish Council 15 March 2017

17.14.1 Dates for the next meetings

There being no further business the Chairman closed the Meeting at 21.15 hrs

Signed:

Chairman

15 March 2017