

Minutes of the Meeting of the Parish Council of
Cretingham, Monewden & Hoo
held in the Village Hall, Monewden 25 March 2015

Present: Brian Martin; Richard Chenery; Alister Gourlay; Caroline Saxby; Jan Wild

In attendance: Carol Smy (Clerk)

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

15.1 The Chairman welcomed everyone to the meeting

15.2 Apologies for Absence were received from: Alan Peat, Stephen Tuckwell, George Ralli, Peter Bellfield, Bob Snell, PCSO Christian Hassler

15.3 Dispensations: none requested

15.4 The Minutes of the Last Meeting – 21 January 2015 – were agreed unanimously and signed following a typographical correction. No acknowledgement had been received concerning the expenditure of the PlaySpace funds.

15.5 Declarations of Interest were received from BM and RC item 15.6.5.1 (DC/0945/FUL)

15.6.1 Environment – Invitation to participate in annual Spring Clean Suffolk

15.6.2 Finance:

15.6.2.i Approval of Accounts for Payment

Cheques requiring approval are:

300090	£ 46.80	HMRC	PAYE 4/4 2014/15
300091	£ 16.00	Share of cost of courses	Stradbroke Parish Council
300092	£ 2.50	Share of cost of Networking Day	Fressingfield Parish Council
300093	£227.63	Clerk's salary & expenses	CA Smy

AG proposed payment of the accounts, seconded RC, agreed unanimously

15.6.2.ii Financial Report

15.6.2.ii.a The accounts for the period ended 28 February 2015 were:

Current Account: £1,920.17

There were no unrepresented cheques. Balance at 28 February 2015: £1,920.17

15.6.2.iii Section 137 expenditure for 2015/16 set at £7.36

15.6.2.iv Council Tax Support Grant to parish from central government for 2015/16 would be £48.80

15.6.2.v Forms for completion for new account with Unity Trust Bank – as the election was forthcoming it was unanimously agreed to postpone the completion of forms until the May meeting

15.6.2.vi Request for donation from MAGPAS – decision postponed to a later meeting

15.6.2.vii Request for donation from Age UK Suffolk – decision postponed to a later meeting

15.6.3 Health, Education, Services & Amenities – nothing to report

15.6.4 Highways – potholes had been repaired. A complaint had been made about Bramble Cottage, Hoo. Wooden boards bearing protruding nails had been laid along the edge of the road outside the cottage. The dangers of this were apparent – causing punctures that could lead to accidents and the possibility of pedestrians, children and animals sustaining injury. The Clerk was asked to report this to the Highways Department and police for action

Clerk to action

15.6.5 Planning –

15.6.5.1 Applications for consideration

DC/15/0398/FUL two storey side extension to existing dwelling including change of use of part of agricultural land to domestic garden *The Spong, Kittles Corner, Cretingham*

Refusal recommended, unanimously, for the above application

DC/15/0945/FUL removal of existing conservatory and addition of single storey garden room

Firs Farm, Monewden

Approval recommended for the above application (BM & RC declared an interest, left the room, took no part in the discussion and did not vote)

DC/15/0862/FUL demolition of existing pair of bungalows. Erection of two detached dwellings with associated car ports *Monewden Hall Bungalows, Friday Street, Monewden*

No comment made on the above application

15.6.5.2 Applications considered at planning meetings:

DC/15/0514/FUL erection of new extension to existing dwelling including alteration works within kitchen to form new link

Poplar Farm, Ipswich Road,

Cretingham

No comments made by the planning committee

15.6.5.3 No decisions made by SCDC had been received

15.6.5.4 Other planning matters

15.6.5.4.i An application for change of use for a building at Corner Farm, Cretingham, had been made so the applicant could continue with his forestry business. This was now not going to proceed as the applicant was now winding down his business. This was likely to be complete in the next month or so. The building would then be empty and all activity ceased.

15.6.6 Police - nothing to report other than at item:15.12.3

15.6.7 SALC/Community Action Suffolk – no report

15.7 Transparency Code – from April 2015 the audit process was changing. From 01 July 2015 the PC must provide full disclosure as part of the Transparency Code...the required documents must be posted on the PC's website (or, if it does not have its own, an alternative). Accounts must still go to internal and external audit until FY2016/17, thereafter internal audit only. It was recommended that the Council continued to employ an external auditor. AG stated that the electronic documents could be uploaded to the Church website as it was available to all three villages. This would answer the requirements of the Code. AG & Clerk to action

15.8 Electronic Summons – the PC agreed some years ago that communications via electronic means would be accepted and this was minuted. This was, in fact, illegal although the use of email was sanctioned by the Government. The law had now been updated to reflect changes in methods of communication and, if members agree, this must once again be voted upon and minuted. The Council agreed unanimously to receive Council communications, including the summons and agenda. Proposed: JW seconded: CS

15.9 Elections – this was the last meeting of this current Parish Council and the new councillors would take office on 11 May 2015. Nomination papers must be signed by a proposer and seconder, both of whom must be electors in the Parish. (Cretingham 4 councillors; Monewden 3 and Hoo 2). Electoral roll numbers for candidates, nominators and supporters may be obtained from the Clerk. There are some changes to procedure this year: dates have been changed so a proposed candidate would no longer be able to withdraw if more than the required number of candidates had come forward; all nomination papers must be handed in IN PERSON at the District Council offices in Melton. Clerk to deliver

15.10 Correspondence

15.10.1.i information leaflets ref: spring clean

15.10.1.ii information from Age UK Suffolk – isolation helpline details; Secret Gardens of Suffolk

15.10.2 Tabled Items: Clerks and Councils Direct

15.11 Clerk's Report

15.11.1 The Clerk apologised for the inconvenience caused by changing the date of the meeting and thanked the Council for its forbearance

15.11.2 Local Council Award Scheme – replacement for Quality Parish Status. This award could be achieved by any council (Foundation level). Members agreed not to pursue this at this time

15.11.3 A resident of Monewden had expressed an interest in taking up the post of Clerk to the Council but had not attended this meeting. The Chairman would pass on the Clerk's contact details so information could be imparted more easily.

15.12 Reports from County and District Councillors and the Police

15.12.1 County Councillor -

15.12.2 District Councillor -

15.12.3 Police – PCSO Hassler reported that there had been no crimes in any of the villages between 01 January 2015 and 28 February 2015.

15.13 Monewden Airfield – the new occupant had been tidying up the land – clearing and preparing a track. A helicopter had been sighted. CS and RC would be speaking to the landowner and the Clerk was asked to write to him to explain the constraints on air traffic. CS & Clerk to action

15.14 Affordable Housing – the site had been completely cleared but, to date, no building had commenced. This item would be removed from the agenda.

15.15 No matters of Information were brought forward by Members at this time

15.16 There were no items for Agenda Annual Meeting of the Parish Council 20 May 2015 - Meeting to be preceded by Annual Parish Meetings, commencing at 7pm – at this time

There being no further business the meeting closed at 20.40 Hrs

Signed:
Chairman

20 May 2015