

Minutes of the Annual Meeting of the Parish Council of
Cretingham, Monewden & Hoo
held in the Village Hall, Monewden 20 May 2015

Prior to the commencement of business the Annual Parish Meetings of all three villages were held from 7pm. There were no matters for discussion for Monewden & Hoo and no members of the public attended. Members of the public attended the Cretingham meeting which was chaired by Alister Gourlay and closed at 7.30pm.

Present: Brian Martin; Richard Chenery; David Defoe; Alister Gourlay; Alan Peat; Caroline Saxby; Jan Wild

In attendance: Councillor Peter Bellfield; DCllr Paul Rous; 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 Election of Chairman – CS proposed BM; seconded AG; agreed unanimously. The Chairman welcomed everyone to the meeting

15.2 Apologies for Absence were received from: George Ralli, PCSO Christian Hassler; Christopher Hudson

15.3 Dispensations: none requested

15.4 The Minutes of the Last Meeting – 25 March 2015 – were agreed unanimously and signed

15.5 There were no Declarations of Interest received

15.6 Co-option of members for Cretingham: David Defoe had agreed to put his name forward for one of the vacancies the Chairman welcomed David to the meeting and his Declaration of Acceptance of Office was signed. George Ralli had been unable to submit his nomination papers by the closing date so was happy to be co-opted to the Council but was not able to be present at this meeting. Shasha Toptani had also stepped forward to take up one of the vacant places but owing to pressure of work was unable to attend this meeting. Members agreed unanimously that both co-options would take place at the October meeting so no advertisement for the remaining vacancy would be posted. The Chairman welcomed DD to the Council.

15.7 Election of Vice Chairman – CS proposed AG; seconded RC; agreed unanimously

15.8 Election of Portfolio Holders – list appended to these minutes

15.9 The following updated documents were approved unanimously and signed, having been previously circulated:

15.9.1 Standing Orders

15.9.2 Financial Standing Orders

15.9.3 Financial Risk Assessment

15.9.4 Code of Conduct

15.10 Councillors' Reports:

15.10.1 Environment – nothing to report. AP gave a brief update on Sizewell

15.10.2 Finance:

15.10.2.i Approval of Accounts for Payment

Payment of the following cheques was proposed by AG, seconded BM and agreed unanimously:

300094	£162.00	annual subscription	SALC
300095	£ 80.00	Hall rental 2015/16	Monewden Village Hall Committee
300096	£151.99	Clerk's salary & expenses	CA Smy
300097	£ 46.80	PAYE 1/4 2015/16	HMRC
300098	£ 46.80	PAYE 2/4 2015/16	HMRC

15.10.2.ii Financial Report

15.10.2.ii.a The accounts for the period ended 30 April 2015 were:

Current Account: £1,627.29

There were no unrepresented cheques. Balance at 30 April 2015: £1,627.29

15.10.2.iii Annual Audit 2014/15 – the audit report and statement of governance were approved and duly signed

15.10.2.iv Transfer of account to Unity Trust Bank – forms were completed. It was unanimously agreed to proceed with the changeover and add the three remaining signatures following the October meeting. It was unanimously agreed that the Council's funds be transferred to a new account with Unity Trust Bank asap

15.10.2.v Request for donation from MAGPAS – it was agreed to continue to support charities with a direct impact on the village.

15.10.2.vi Request for donation from Age UK Suffolk – it was unanimously agreed that £50 be donated to this charity. Cheque to be signed at the October meeting.

15.10.2.vii Transparency Code – with a turnover of less than £25,000pa the Council was bound by this piece of legislation.

15.10.3 Health & Education – nothing to report

15.10.4 Highways -

15.10.5 Planning –

15.10.5.1 Applications for consideration

15.10.5.2 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*

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

DC/15/0945/FUL removal of existing conservatory and addition of single storey garden room *Firs Farm, Monewden*

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*

15.10.5.3 Decisions made by SCDC

15.10.5.4 There were no other planning matters

15.10.6 Police - PCSO Hassler's written report stated that between 01 April 14 and 30 April 15:

Cretingham – 7 reported crimes: 1 x burglary (other building with intent); 1 x theft (other); 5 x arson

Monewden - 5 reported crimes: 2 x burglary (other building); 2 x burglary (dwelling); 1 x interference with a motor vehicle)

Hoo – it had been initially reported that there had been no crimes in Hoo. As requested by the Council, the Clerk contacted PCSO Hassler to enquire why known crimes had not been recorded and there had been a typographical error and this was corrected to show the following:

6 reported crimes: 2 x burglary (other building); 1 x burglary (other building with intent); 3 x interference with a motor vehicle. PCSO Hassler apologised for the confusion.

15.10.7 SALC/Community Action Suffolk – EDF Head of Comms will be attending the Suffolk Coastal Area Meeting on 15 June. Any questions to be sent to SALC by 03 June

15.10.8 Services & Amenities – thing to report

15.11 Website (Transparency Code) – through SALC a free website was available via OneSuffolk. AG was prepared to be webmaster and this might prove more direct for the public to access. Free training at SALC 09 June In order for the Council to conform with the new rules AG would attend a website training course at SALC and establish a PC website with onesuffolk

Clerk & AG to action

15.12 Correspondence

15.12.1.i MSDC – functional clusters – survey undertaken in 2014. Results lead to CMH being in the Debenham cluster. Members felt there had been insufficient information to enable them to formulate a response.

15.12.2 Tabled Items: SALC information sheet; Council Matters; Prestige Pop-Up pub;

15.13 Clerk's Report

15.13.1 the Clerk had nothing to report

15.14 Reports from County and District Councillors

15.14.1 County Councillor - Cllr Bellfield's report appended to these minutes

15.14.2 District Councillor - Paul Rous was welcomed by the Chairman and proceeded to introduce himself to members and explained his election to SCDC was his first experience of local government. The election to committees would take place on 28 May and the move to new offices should take place during 2016. The partnership with Waveney had generated savings iro £10m over 5 years. Councillors' Community Enabling Budgets were £5,500pa and could be pooled by District Councillors to facilitate aid to bigger projects. Unemployment was down in the SCDC area.

15.15 Monewden Airfield – to date no response to letter sent to land owner. It was agreed a letter would be sent to the Planning Department on the subject of aircraft movements. The site had been tidied up and the

fencing repaired.

CS & Clerk to action

15.16 Matters of Information brought by Members

15.16.1 The person previously interested in taking over from the current Clerk had had a change of mind and was no longer interested. The search for a replacement would continue.

15.17 There were no items for the agenda for the next Meeting of the Parish Council on 21 October 2015 at this time.

There being no further business the meeting closed at 21.15 Hrs

Signed:
Chairman

21 October 2015