

**Minutes of the Annual Meeting of the Parish Council of
Cretingham, Monewden & Hoo
held in the Village Hall, Monewden 18 May 2016**

Present: Brian Martin; Alister Gourlay; Richard Chenery; David Defoe; George Ralli; Caroline Saxby; Shasha Toptani; Jan Wild

In attendance: Carol Smy (Clerk)

This meeting would have been preceded by the a

Annual Parish Meetings of the three parishes there were, however, no topics for discussion and no members of the public attended. It was noted that the furore over the churchyard at Cretingham had died down and volunteers were taking turns to cut the grass in turn with a paid gardener. No items were brought to the attention of the Parish Council in the time allocated to the Public Forum

16.1 Brian Martin was unanimously elected Chairman and duly signed the Declaration of Acceptance of Office (prop: GR; seconded RC).

16.2 Alister Gourlay was unanimously elected Vice Chairman (prop: CS; seconded ST).

16.3 The Chairman welcomed everyone to the meeting.

16.4 Apologies for Absence were received from and accepted: Alan Peat;

16.5 There were no dispensations requested.

16.6 The Minutes of the Last Meeting held on 16 March 2016 were agreed unanimously and signed following the insertion of JW's name in the list of those present.

16.7 Election of Portfolio Holders – members were unanimously elected to the posts they held during the previous year with the addition of ST being elected to being SALC/CAS representative. List appended to these minutes.

16.8 Revised Standing Orders and Financial Standing Orders were signed and copies would be circulated to members.

Clerk to action

16.9 There were no Declarations of Interest received.

16.10 Councillors' Reports:

16.10.1 Environment – no report.

16.10.2 Finance:

16.10.2.i Approval of Accounts for Payment:

The following payments were approved:

300014	£159.15	Clerk's salary & expenses	CA Smy
300015	£ 32.00	PAYE 1/4 2016/17	Post Office Ltd (HMRC)
300016	£ 80.00	Hall rental for meetings	Monewden Village Hall
300017	£168.77	Annual Subscription	SALC

Proposed: JW; seconded: RC; agreed unanimously

16.10.2.ii Financial Report:

Balances at 30 April 2016:

Current Account: £2,684.34

There were no unrepresented cheques

Balance at 30 April 2016: £2,684.34

16.10.2.iii Annual Audit – the Annual Governance Statement and Accounts for Audit were presented to the Council and were duly agreed and signed

16.10.2.iv The Charitylands accounts had, supposedly, been amalgamated into one current account. This and the changing of the signature mandate to reflect the changes in personnel was to be agreed and minuted then Barclays would be approached again. Signatories to be: Brian Martin; Caroline Saxby and Keith Chenery.

Proposed: ST; seconded: JW; unanimously agreed. The required documents had been completed and signed.

16.10.2.v Transparency Code Funding. The second tranche had opened and a claim would be submitted.

16.10.2.vi Unity Trust Bank had advised that it would be charging £6 per month for the current account wef June 2016. The Council, once again, decided to change bankers. It was agreed, unanimously, to revert to Cooperative Bank.

16.10.3 Health, Education - nothing to report

16.10.4 Highways – various potholes had been reported and repairs were pending. The fingerpost at Hoo had been re-erected but the directional signs had yet to be attached. Work on the bridge at Cretingham was ongoing.

16.10.5 Planning –

16.10.5.1 Applications for consideration at this meeting:

DC/16/1758/FUL blocking up of existing driveway and opening up of new driveway from the highway
Hillside Cottage, The Street, Monewden

Approval recommended for the above (much better for visibility and safety. Prop: BA; seconded: CS; unanimous)

DC/16/1874/FUL change of use of existing barn to form new dwelling plus a new carport, updating details approved under DC/15/4914/FUL
Garnhams Barn Farm, Otley Road, Cretingham

Approval recommended for the above (no further comments. Prop: AG; seconded: DD; unanimous)

16.10.5.2 Applications considered at previous planning meetings:

DC/15/4914/FUL conversion of two agricultural barns to residential *Garnhams Farm Barn, Otley Road, Cretingham*

DC/16/10029/FUL demolition of conservatory/garage extension and erection of new single storey extension including alteration work to the existing front door area
Pond House, Rookery Road, Monewden

Approval recommended for both of the above

16.10.5.3 Decisions made by SCDC

DC/15/3187/FUL *Garnhams Farm Barn, Otley Road, Cretingham*

DC/15/3270/FUL *Mill House, Brandeston Road, Cretingham*

DC/15/4165/FUL *Hillside, The Street, Cretingham*

DC/15/4464/FUL *The Old School House, Hoo Green, Hoo*

DC/15/4292/FUL *The Spong, Kittles Corner, Cretingham*

DC/15/4745/FUL *Hall Farm, Church Lane, Hoo*

DC/15/4960/FUL *Hethersett, The Street, Cretingham*

All the above applications had planning approval granted

16.10.5.4 Other planning matters

16.10.5.4.i the definitive map and statement for former Rural District of Deben had been received.

16.10.5.4.ii the Suffolk Protection Society was offering a workshop on Heritage Buildings. Two places were available for each PC and CS & RC wished to attend. It was agreed that the Clerk should enquire about joining the Society and if it cost less than £90 (cost of two places for non-members) the Council should join for at least the year but, regardless, two places should be booked. Clerk to action

16.10.6 Police – RC reported there had been numerous crimes recorded for the area covering Framlingham/Southwold/Halesworth but one burglary under investigation in Cretingham.

16.10.7 SALC/Community Action Suffolk – no report.

16.10.8 Services & Amenities – no report.

16.11 Correspondence

16.11.1.i letter from SCC Leader advising of Peter Bellfield's death. A letter of condolence had been sent to Peter's family.

16.11.1.ii Suffolk Fire and Rescue Service Integrated Risk Management Plan 2015/18 – this was circulated and the full report was now available.

16.11.1.iii From Wednesday, 01 June 2016, hours of operation would be extended at the county's waste disposal sites.

16.11.1.iv Groundwork and Tesco were working together to award funding to community green space projects.

16.11.1.v Composting workshops were to be held at Carlton Colville on 9 July from 10-noon.

16.11.1.vi An experience day was to be held at Bentwaters.

16.11.1.vii SCDC planned to introduce part night lighting.

16.11.2 **Tabled Items: Adnams Charity annual report; East Suffolk Means Business; Came & Company Spring Matters;**

16.12 Clerk's Report – nothing to report

16.13 Reports from County and District Councillors

16.13.1 **County Councillor** – following Peter Bellfield's death the Leader of SCC circulated a list of Cabinet members. Members would be allocated to the ward until the bye-election had been concluded.

16.13.2 **District Councillor** – no report

16.14 Monewden Airfield – work was going on at the site. The airfield was being kept under observation for changes in air movements and development.

16.15 Replacement Clerk – there had been no responses to advertisement and verbal entreaties for a replacement clerk. The Clerk stated she was happy to continue to work for the Council unless and until a

suitable candidate should come forward. The Clerk mentioned that there were several working and holiday hours owed and AG proposed, and CS seconded, that these should be paid at the next meeting.

16.16 SCDC Local Plan – consultation period 18 April – 31 May 2016. Links were circulated to members. Members would contact the Clerk with any comments to be submitted.

16.17 Matters of Information brought by Members

16.17.1 No progress had been made on the recent online poll to give parish councils the power to challenge planning decisions to appeal.

16.18 No items for the agenda of the next meeting of the Parish Council on 21 September 2016 were brought forward at this time.

There being no further business the meeting closed at 2052hrs

**Signed:
Chairman**

21 September 2016

DRAFT