

STRADISHALL PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on Monday 9th May 2016

Councillors present: Ady Swift (Chairman), Adrian Lee, Ian Hutchinson, Martin Hurst, Robert Deeks, Debbie Gates

Also present: Joanne Kirk (Clerk) and 2 members of the public

1. Election of chairman and vice chairman

Ady Swift was nominated and following a vote, it was resolved that he would be chairman. Adrian Lee was nominated and following a vote, it was resolved that he would be vice-chairman.

2. Signing of Declaration of Acceptance of Office and agreement to abide by the Council's Code of Conduct by the chairman

The chairman signed a Declaration of Acceptance of Office.

3. Acceptance of apologies for absence

Apologies were received from Gemma Raymond.

4. Declaration of Interest in items on the agenda

No councillors declared an interest in any items on the agenda.

5. Approval of minutes of meeting held on Monday 7th March 2016 and the planning meeting held on 11th April 2016 April

It was resolved that the minutes were correct. The chairman then signed the minutes.

6. Register of Members' Interests form.

The councillors checked their Register of Interest. No amendments were necessary.

7. Update on list of actions agreed at the last meeting

There were no outstanding councillor actions.

8. Finance

a) Approval of any payments and signing of Schedule of Payments

It was resolved that the following payments would be approved:

- J P Ince - expenses – LGA 1972, s111 - **£40.68**
 - Stradishall PCC – churchyard maintenance – Local Government Act 1972, s214(6) - **£600.00**
- Adrian Lee and Martin Hurst signed the Schedule of Payments. The Chairman then countersigned it.

b) Approval of payments authorised between meetings

No payments were authorised between meetings.

c) Approval of the record of online payments made since the last meeting

It was resolved that the record of online payments would be approved. Robert Deeks then signed it.

d) Signatory to complete the checklist of Internal Controls

Robert Deeks completed and signed the checklist of internal controls.

e) Internal control of the 2015/16 accounts carried out by Ady Swift

Ady Swift has completed internal controls of the accounts. No issues were raised.

f) Inspection of Council property

Adrian Lee has inspected the Council's property. The wood on the Encounter 7 and wobble board play equipment is showing some signs of rot. The Council agreed to monitor this.

g) To approve the Income and Expenditure accounts for the financial year 2015-2016

It was resolved that the Income and Expenditure accounts would be approved. The chairman then signed them.

h) To complete and sign sections 1 and 2 (Statement of Assurance and Statement of Accounts) of the annual return 2016 and to approve and sign the supporting notes.

Councillors completed sections 1 and 2 of the Annual Return 2016 (Statement of Accounts and Statement of Assurance). The chairman and RFO then signed both sections. Councillors also approved the supporting notes. The chairman then signed them.

i) To approve the Financial Report which the Council needs to publish as part of the Transparency Code 2016

It was resolved that the financial report would be approved.

j) Precept information for 2016/17

St Edmundsbury Borough Council has approved the precept request made by Stradishall Parish Council.

k) Backing up of parish council files

It was resolved that Stradishall Parish Council would contribute towards the cost of a new portable hard drive for the clerk to back up council documents.

9. **Planning**
DC/16/0755/TCA - Malting House, The Street, Stradishall – reduce the height of a Laurel hedge to 3.5m high.
 It was resolved that no objections would be made to this application.
10. **Highways/rights of way matters/tree or transport issues:**
 The clerk was asked to report an overhanging tree on the corner near St Margaret's Church and opposite Hoult's Mansion heading out towards Clare which smashed a windscreen on a tractor recently.
11. **Playing Field issues**
 The Parish Council has heard back from Greene King about the possibility of purchasing the playing field. Greene King has quoted £33,400 for the land which is more than anticipated. As the lease runs out in 2020 it was resolved that the Parish Council would investigate ways to raise the funding to purchase the playing field so that it can be preserved as an open space for future generations in Stradishall.
12. **Village issues**
- a) **Litter picking equipment**
 It was resolved that the Council would purchase some litter picking and high visibility jackets and that the clerk would contact Jeremy Farthing to ask if he would be willing to give some of his locality funding.
 - b) **Village questionnaire**
 The draft village questionnaire is nearing completion however some additional questions will be included to cover issues raised at the Annual Parish Meeting.
 - c) **Village event**
 A poster has been prepared and will be displayed on the notice board and included in the next newsletter. A flyer will also be included with the village questionnaire.
13. **Playing field matters**
 A vehicle drove onto the playing field recently. There was not much damage but as the gate was locked it appears that the gate may have been taken off the hinges. It was resolved that Adrian Lee would some metal onto the hinges to stop the gate being lifted off future and that a payment of up to £50 would be authorised.
14. **Correspondence**
- a) **Letter from Suffolk Accident Rescue Service requesting a donation**
 It was resolved that a donation of £50 would be made and that the clerk would be authorised to make an electronic payment.
 - b) **Letter from MAGPAS requesting a donation**
 It was resolved that a donation of £50 would be made and that the clerk would be authorised to make an electronic payment.
 - c) **Letter from Suffolk Constabulary about future attendance at meetings – for information only.**

There being no further business the meeting closed at 9pm.

Signed (Chairman) Dated