

Minutes of Great Bealings Parish Council meeting held at the Bealings Village Hall at 7.30pm on Tuesday, 5th July 2016

Present: Charles Barrington (Chairman), Colin Hedgley, Martin Cripps, Mrs Sally Johnson, John Carter-Jonas, Anthony Sheppard

In attendance: Mrs Dee Knights, Clerk to the Council

1. Apologies for Absence

Apologies were received from Paul Norris

2. Declaration of Members' Interests in any items on this Agenda

There were no declarations of conflicts of interests

3. To approve the Minutes from the Meetings held on 16th May 2016 and 15th June 2016

These were approved and signed as a true record.

4. Matters arising from the Minutes.

- War Memorial Repair – still pending
- Election of Tree Warden – John Carter-Jonas accepted the office of Tree Warden, as nominated at the meeting on 16th May
- Community Asset (water meadow) – a Land Registry search requires a property name or number and a postcode, which the Clerk was unable to ascertain. Charles Barrington will look up references from previous correspondence to enable the search to be carried out and the PC agreed to pay the required fee of £14.95. Sally Johnson reported that the owner appears to be dumping garden waste and she was asked to monitor this.
- Annual Litter Pick – the Clerk reported that, although the PC had not produced any photographic evidence, Suffolk Norse have approved a £20 award to be donated to a local charitable cause. The PC approved the decision of the Chairman and the Clerk to select the new Fynn-Lark News.

5. Report by District Councillor Colin Hedgley

This report had been circulated to Cllrs and a full copy is attached to these minutes. Cllr Hedgley verbally reported on the updated situation regarding devolution and advised that four Norfolk Councils have rejected the proposal. He will report further at the September meeting.

6. Planning

- (i) **DC/16/2010/FUL – Kiln Farm House, Kiln Lane, Great Bealings – construction of cart-lodge**

This matter had been dealt with by email, and ratification was given to the decision agreed that the PC has no objection to this application.

- (ii) **Other Planning matters** – there were no comments on the Planning Register and there were no other matters to discuss

7. Rights of Way Improvement Plan Consultation

The link to the consultation questionnaire has been circulated to Cllrs. Charles Barrington asked Martin Cripps to look at it and complete it if thought necessary.

8. Highways

Boot Street bridge – This has recently been semi-demolished by a speeding motor vehicle. Colin Hedgley will draft a letter to be sent to the Head of Highways asking that the bridge be re-instated as it was, using as much as possible of existing material.

Quiet Lanes – There has been no objections from the residents, Police or Fire Service. We now need to write to SCC and tell them we would like this scheme to proceed. However, it is understood that that currently there are no funds for this.

9. Neighbourhood Plan

Charles Barrington has been to see SCDC and they will appoint an independent examiner when the formal consultation period now launched by SCDC has concluded. Charles Barrington has written an introduction to the Plan and amended two paragraphs of the basic conditions document.

10. Governance Items

There had been no comments on the documents which had been circulated to Cllrs, therefore approval was formally given to the current:

- Model Standing Orders
- Code of Conduct
- Risk Assessment
- Model Publication Scheme

11. Emergency Plan

Anthony Sheppard will circulate the Plan to Cllrs and include them as volunteers. Charles Barrington thanked him for his work on this.

12. Finance and Admin

(1)The following cheques were authorised; proposed by Colin Hedgley and seconded by John Carter-Jonas.

Chq No	Payee	Description	Amount £
460	Mrs D P Knights	Annual Working from home allowance	208.00
461	Mrs D P Knights	Office Expenses	60.22
462	Mrs D.P.Knights (dated 28 th July)	July salary + arrears	148.04
463	HMRC (dated 6 th August)	July PAYE	36.90
464	D.P.Knights (dated 28 th Aug)	August salary	143.73
465	HMRC (dated 6 th Sept)	August PAYE	35.90

- (2) Charitable Donations – The sum of £150 in the budget has not yet been allocated. Sally Johnson nominated the East Anglian Air Ambulance but it was decided to hold this money until we know more about the constitution of the new Fynn Lark News, and the situation regarding a defibrillator
- (3) Retention of documents – The Clerk advised Cllrs that she had taken some very old minutes to the Suffolk Records Office and she asked Cllrs to decide how long paperwork should be kept, and how long minutes and accounts should be displayed on the web-site. It was agreed to keep planning documents for current year plus previous year, accounts for current year plus six years, and web-site minutes etc for two years. Hard copies of minutes must be retained until they are taken to the Records Office.
- (4) Transparency Funding – The Clerk had circulated two quotations for supply of a laptop, software and scanner/printer for which funding can be claimed. It was agreed to accept the quotation from D J Monkey as this included free security software which cannot be claimed for. It was also agreed to fund the purchase of a separate hard drive for back up of files.
- (5) The Bank Reconciliation was signed

13. Correspondence

Defibrillator – Charles Barrington had received the opinion of a local doctor that purchase of a defibrillator would be a good idea. A grant can be applied for from British Heart Foundation, which would require a contribution of £400 plus the cost of a case. Other PCs have received funding from the local Councillors’ locality and community budgets. Colin Hedgley will investigate this possibility. In the meantime, the Clerk will ask Little Bealings if they would fund half the cost if no contribution can be acquired.

Councillor Vacancy – This has been advertised and to date there has been one response from Rob Munn. If no applicants come forward as a result of the current piece in the Fynn-Lark News, he will be invited to attend the next meeting.

World of Planning – An event will shortly be held which will be attended by Charles Barrington and Colin Hedgley. No-one else expressed a wish to attend.

East Anglia ONE – John Carter-Jonas has not yet done the photos, but he will do this shortly with a video camera and the memory card will be the PC’s property.

Speed limit sign – a report has been received that the speed limit sign is missing from the top of Hall Farm Road near Sandy Lane. Also the railings need re-instating at the junction of Sandy Lane and Hall Farm Road. The Clerk will write to David Chenery about these matters.

14. Date of next meeting - Tuesday 6th September at 7.00pm

The meeting closed at 9.00p.m.

Signed
Chairman