

ALPHETON PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD AT ALPHETON VILLAGE HALL ON 22nd MAY 2018 AT 7.30 PM

Present; Ken Watkins, Richard Barraclough, Trevor Rix, Madeline Gray, Richard Kemp, Graham Maskell, Bridget Sumner and Nicola Smith the Clerk. Also present John Nunn (District Councillor) and one member of the public.

1. Election of Chairman and Vice Chairman: Cllr Kemp proposed Cllr Watkins as Chairman, and Cllr Barraclough seconded (all Cllrs present agreed with the nomination). No nominations for Vice Chairman at the current time.
2. Chairman to sign the Acceptance of Office form: Cllr Watkins duly signed the form in the presence of the Proper Officer.
3. Apologies: None – all Cllrs present.
4. Declarations of Interest: None.
5. Approve Minutes of the Meeting held on 3rd April 2018. Cllr Rix proposed and Cllr Barraclough seconded that the Minutes of the meeting were a true and accurate record. Chairman duly signed and dated.
6. Matters Arising: Chairman reported that the Clerk's contract of employment as approved had now been signed.
7. Public Forum: None
8. Correspondence:
 - i. Various emails from SALC on updated Standing Orders and last minutes changes to GDPR requirements for Parish Councils had been noted and Clerk was acting upon them. Updated Standing Orders would be considered at the next meeting, and GDPR update/approval of policies was on the Agenda for this meeting.
 - ii. Cllrs had been provided with the email regarding "Delivering a Vision for Prosperity" for Sudbury in order that they could have submitted any comments they had by deadline of 18 May 2018.
 - iii. Email from the Leader of Babergh Council regarding the latest developments following the proposal to dissolve Babergh and Mid Suffolk District Councils and replace them with a new single district council. There has been public engagement and the thinktank ResPublica we commissioned to conduct a review in Suffolk. This work from ResPublica cannot be subscribed to or supported because the then Leader of the Borough Council commissioned it and because Cllrs were not given the opportunity to assess, understand or inform the detailed specifications for this work, they cannot be sure that it can be an objective or independent review of Suffolk. Instead the new Leader is calling for the ResPublica work to stop immediately and be replaced by a joint review with SCC and wider public sector. The draft business case can be seen at <http://www.babergh.gov.uk/the-council/onecouncil/>
 - iv. Email dated 30 April re: Alternative Visitor Information Services Workshop. Cllrs were advised that they should respond individually if they wanted to comment.
 - v. Email regarding the dog litter bin near the airfield that had come away from the post. Clerk had been in contact with Babergh who advised that the Parish Council owned the dog bin and was therefore responsible for repairs. Given the situation,

Signed.....

Dated.....

Chairman had agreed with Clerk to instruct Mr Peter Rix to carry out the works as a matter of urgency, which he had done immediately.

9. District and County Councillor's Reports:

Cllr Richard Kemp reported on the change in Leadership at County Council. Matthew Hicks is now the Leader and Mary Evans is the Deputy Leader.

Cllr John Nunn reported that he had just set up a Patient Participation Group for the Long Melford Surgery.

Cllr Nunn has also become a Police Support Volunteer. He reported at the meeting that the Police were aware of a number of burglaries in neighbouring parishes, and they were urging people to report anything suspicious. Also, the Police were aware of telephone scammers targeting the area, and again if you think any of these calls were suspicious then please contact the Police by telephoning 101. However, if it is an emergency then always telephone 999.

10. Clerk's Report

- i. consider and approve schedule of items awaiting authorisation:

Income received since last meeting

Babergh recycling payment	140.05
Precept	1618.00
	1758.05

Schedule of invoices awaiting authorization for payment

SALC subscriptions	137.15	583	LGA 1972
Peter Rix – urgent repairs/reinstatement of dog bin	25.00	584	Open Spaces Act
N Smith – expenses	1.50	585	LGA 1972
Village Hall hire	12.00	586	LGA 1972
	175.65		

- ii. to consider a report on the Council's financial position:

To year Ending 31st March 2018 the following was the Council's financial position:

B/Fwd	3595.88
Income	4131.28
Less presented cheques	2713.02
Less unrepresented cheques	195.95

	4818.19

- iii. Update on the Annual Governance and Accountability Return process for 2017/2018. The AGAR needed to be with the external auditors by no later than 2 July 2018. It was agreed that Cllr Gray would conduct the internal audit for 2017/2018. Clerk will then arrange for the internal independent auditor to be carried out. An additional meeting for the PC to consider, approve and sign the AGAR will be arranged for June 2018.

Signed.....

Dated.....

- iv. Cllr Gray and Cllr Sumner were both interested in attending the new Councillor course run by SALC. Cllr Kemp proposed that the PC meet the cost of that course for both Cllrs and Cllr Maskell seconded. Motion carried.
11. GDPR:
Cllrs had been provided with draft policies ahead of the meeting. Cllr Rix proposed approval of these policies, and Cllr Barraclough seconded. All Cllrs present agreed. Policy duly adopted. It was further agreed that to ensure back up of Parish Council document, the Clerk would order a second external hard drive so that Cllr Rix could keep a copy of all PC documents on that.
12. Councillor's Reports
Chairman reported that he had attended a recent meeting held by MP James Cartlidge. The meeting was about housing/neighbourhood planning etc. Following discussion the PC agreed that they were not in a position financially but more so in terms of volunteers to take on the task of a neighbourhood plan. It would be a 2-3 year project, which required some level of skill and understanding but ultimately some considerable time commitment from a group of volunteers.
13. Planning:
Decision Notice: Application No: DC/18/00908 – Green Apple, Old Bury Road, Alpheton – notification of works to trees protected under Tree Preservation Order 176 – T1 (Ash) – thin the crown to help allow more light into the property. Removal of all dead branches. Works permitted.
14. Next Parish Council meeting: Additional Meeting on 26th June 2018 at 7pm

Meeting closed: 8.21pm

Signed.....

Dated.....