

Minutes of Little Bealings Annual Parish Council meeting held at Bealings Village Hall at 7.15pm on Monday 21 May 2018

Present: Mrs M Wilson (Chairman), Mrs T Cornish, Ms D Head (for part of the meeting), Mr D Hunter and Mr I Ransome

In attendance: Mrs C Ramsden, Clerk to the Council

1 Election of Chairman and Vice Chairman

Mrs Wilson (as current Chairman of the Council) asked for nominations. Mrs Wilson was proposed by Mr Hunter and seconded by Mrs Cornish. There were no other nominations. It was **RESOLVED:**

- That Mrs Wilson be elected Chairman of the Parish Council.

Mrs Wilson signed the Declaration of Acceptance of the Office of Chairman.

The Chairman asked for nominations for Vice Chairman. Mr Ransome was proposed by Mrs Cornish and seconded by Mr Hunter. There were no other nominations. It was **RESOLVED:**

- That Mr Ransome be elected Vice Chairman of the Parish Council.

2 Apologies, Declarations of Interest and Dispensation Requests

Apologies were received from Mr C Hopkins and Mr B Rufford who were both away. It was **RESOLVED:**

- To accept the apologies for absence.

There were no declarations of interest or requests for dispensations.

3 Appointments

It was **RESOLVED:**

- That the following be appointed for the forthcoming year:
 - VHMC representative:** Ms Head
 - SALC representative:** to be appointed for Area Meetings as appropriate
 - Webmaster:** Mrs Jenny Shaw, subject to confirmation that she was willing to continue
 - Police representative:** Mrs Cornish
 - SAVID representative:** to be appointed if meetings were arranged.

4 Review of Standing Orders, Financial Regulations and Other Items in Standing Order 5.j.

These were reviewed and it was **RESOLVED** that:

- The National Association of Local Councils Standing Orders (2018) be adopted

- The National Association of Local Councils Financial Regulations (08.04.14) be adopted
- The Council's policies and procedures were appropriate.

5 Public Participation Session

No members of the public were present.

6 Minutes of the Meetings Held on 12 March, 26 March, 17 April and 30 April 2018

It was **RESOLVED**:

- To approve the minutes of these meetings.

7 Matters Arising from the Minutes

There were no matters arising.

8 Admiral's Head Community Asset Listing Appeal

It was noted that the appeal by the owners had been dismissed, but that they had until 11 June to appeal the matter again, and until 22 July to appeal the refusal of planning permission for change of use to a domestic dwelling. It was understood that a further pop-up pub was planned for 6 July and **RESOLVED**:

- to consider the matter further at the Council meeting to be held on 2 July
- to enquire if Great Bealings and Playford Parish Councils would contribute to the cost of the Council being represented at the appeal hearing.

9 Planning

9.1 Update on Applications

SCC\0015\18: Alterations and improvements to existing gas infrastructure at Land Adjacent to Sinks Pit, Hall Road

This application had been approved. The request for methane and leachate readings was outstanding.

DC/18/1268/OUT: Grove Farm Buildings, The Street and

DC/17/4012/FUL: Erection of detached dwelling and garage. Formation of vehicular access to Holly Close: The Orchard, Holly Lane

The County Council had not yet responded to the request for an explanation of their inconsistent responses to these applications.

10 Reports from Local District and County Councillors

There was no report from Mr Vickery, but Mr Hedgley understood that the local County Councillor Highways Budget would not be allocated in 2018/19.

Mr Hedgley's report had been circulated. He advised that Little Bealings was proposed to be included in a ward with Great Bealings, Playford, Tuddenham St Martin, Westerfield, Rushmere St Andrew (Village) and Rushmere St Andrew (Tower) after the merger with Waveney District Council was complete.

There would be two District Councillors with an electorate of circa 3,500 per Councillors.

11 Highways

11.1 Footpath Cutting

It was **RESOLVED**:

- that the Council enter into a contract with Tony Fear for him to carry out footpath cutting and other maintenance services as required until 30 April 2019. He would be required to maintain appropriate insurance and produce a certificate on request.

12 Police

12.1 The minutes of the First Tier Meeting held on 3 May had been circulated and there were no matters arising.

13 Village Review Report

The Report was considered further with the major outcomes noted as:

- Support for the re-opening of the Admiral's Head
- No major development was supported
- The speed of traffic was still of concern

It was **RESOLVED**:

- to publish details of the Report in the Fynn-Lark News in due course.

14 General Data Protection Regulations: Adoption of Data Protection Policy and General Privacy Statement

A contract with the Local Public Council Advisory Service for the provision of services in respect of the requirements of the new Regulations was signed by the Chairman. A draft Data Protection Policy and a General Privacy Statement had been circulated to Councillors. It was **RESOLVED**:

- that the Data Protection Policy and the General Privacy Statement be adopted.

Confirmation of appropriate cover was awaited from the Council's insurers.

15 Finance

15.1 Adoption of Financial Regulations

See item 4 above

15.2 Review of Internal Audit and Adoption of Accounts for 2017/18

The accounts for 2017/18 and Annual Governance and Accountability Return Part 2 (AGAR), including the internal auditor's report had been circulated to Councillors. The Council reviewed the effectiveness of its internal financial control in accordance with the requirements of the Annual Governance Statement. After consideration it was **RESOLVED**:

- that the current system for internal financial control and the internal audit were effective and appropriate
- that the Council certify itself as exempt from a limited assurance review on the grounds of meeting the relevant criteria
- to approve the Annual Governance Statement contained in section 1 of the AGAR

After further consideration it was **RESOLVED**:

- to approve the accounts and the Accounting Statements for 2017/18 contained in section 2 of the AGAR

The Chairman signed the AGAR as required.

15.3 Income and Authorisation of Expenditure

The first half of the precept (£3,100) had been received from SCDC. It was **RESOLVED** that the following expenditure be incurred:

- CAS Membership: £30
- SALC membership: £250.62
- Donation to Fynn-Lark News: £150
- Donation to Bealings Village Hall and John Belstead Playing Field: £750
- Gift to Internal Auditor: £20
- Gotelee for representation at ACV Listing Appeal Hearing: £1,233.48
- Clerk's Annual Allowance: £216

It was **RESOLVED**:

- that the Clerk/Responsible Financial Officer's salary be increased in line with the NJC 2018/19 National Salary Award with effect from 1 April 2018
- that the following expenditure be incurred:
 - Clerk's net salary for May, including backdated salary increase for April, and expenses: £322.92
 - PAYE for May: £67.80
 - Clerk's net salary for June: £266.59
 - PAYE for June: £66.60

A schedule of the above payments was signed by the Chairman and cheques were signed by the Chairman and Ms Head.

It was **RESOLVED**:

- that there was no objection to the Fynn-Lark News using a part of the donation to contribute to an event to thank the volunteers who produced and distributed the News
- that £500 be transferred from the NS&I account to the bank current account.

There were no matters arising from circulated items. It was **RESOLVED**:

- that the following items be circulated to Councillors:
 - Clerks & Councils Direct No 116 and 117
 - Suffolk View
 - Various Brochures regarding equipment and street furniture
 - Fly the Red Ensign information
 - Suffolk Walking Festival
 - Letter from EACH

17 Date of Next Meeting

The next scheduled meeting of the Council would be on 2 July 2018.

There being no further business to discuss the meeting closed at 9.00pm.