

Minutes of Little Bealings Annual Parish Council meeting held at Bealings Village Hall at 8.15pm on Monday 16 May 2011

Present: Mrs F Evans Rogers, Mr P Carr, Mrs F Hopkins, Dr C Rowe, Miss D Williams, Mr D Wilson and Mrs M Wilson

In attendance: Mr T Fryatt, District Councillor and Mrs C Ramsden, Clerk to the Council

Before the meeting all Councillors signed the Declaration of Acceptance of the Office of Parish Councillor for Little Bealings.

**Councillor
Actions**

1 Election of Chairman and Vice Chairman

Mrs Evans Rogers (as current Chairman of the Council) asked for nominations. Mrs Evans Rogers was proposed by Miss Williams and seconded by Mr Carr. There were no other nominations. It was **RESOLVED:**

- that Mrs Evans Rogers be elected Chairman of the Parish Council.

Mrs Evans Rogers signed the Declaration of Acceptance of the Office of Chairman.

The Chairman asked for nominations for Vice Chairman. Mr Carr was proposed by Mrs Hopkins and seconded by Miss Williams. There were no other nominations. It was **RESOLVED:**

- that Mr Carr be elected Vice Chairman of the Parish Council.

The Chairman welcomed Mr Wilson to his first meeting and introduced the other Councillors.

2 Apologies and Declarations of Interest

None.

3 Appointments

It was **RESOLVED:**

- that the following be appointed for the forthcoming year:

Village Hall Management Committee representative: Mrs Hopkins
SALC representative: Mrs Evans Rogers
Footpath and Tree Warden: Mrs Jennifer Cook
Webmaster: Mrs Jenny Shaw
SORR representative: Mr Carr

4 Adoption of Standing Orders

It was **RESOLVED:**

- that The National Association of Local Councils Standing Orders (2010), revised first version be adopted, including the amendment to

delete 'permanently' from Standing Order 32(b).

5 Adoption of Accounts for 2010/11

The accounts for 2010/11 and the report of the internal auditor were received and the need for review of the effectiveness of financial management and the internal audit considered. It was **RESOLVED**:

- that the current arrangements for financial management and the internal audit were effective and appropriate
- that the accounts for 2010/11 be approved
- that the return to the external auditor for 2010/11 be approved

6 Minutes of the Meeting Held on 26 April 2011

These were amended in respect of a typographical error and then signed as a true record.

7 Matters Arising from the Minutes

Visit by Dr Poulter, MP

It had been agreed with the other Parish Councils and the organisers that a visit by Dr Poulter to the Bealings and Playford Tri Village Challenge on 23 July would be welcomed. Confirmation of his availability was awaited and Councillors would endeavour to attend and meet him. **All**

The Prince's Countryside Fund

Following agreement with the Village Hall Chairman and Gt Bealings Parish Council an application to apply for funding to meet the shortfall in respect of cost of the installation of the security light at the Village Hall was in hand. Gt Bealings Parish Council would await the outcome before determining whether to meet 50% of the current funding shortfall. A testimonial supporting the application had been received from the Chairman of the Parish Plan AMG and one was awaited from Gt Bealings Parish Council.

Data Protection Act Registration

Confirmation of the Parish Council's registration had been received.

Open Suffolk Weekend Grant

Great Bealings Parish Council had received £250 which was deduced to be a grant to all three parishes.

8 Police

It was noted that PC Richard Wright had attended the Annual Parish Meeting and presented a report. Minutes of 12PT meetings had been circulated. There had been no reported crime in the parish during April.

9 Highways

Playford Road

SCC had advised that cost prohibited the installation of the same surface as had been installed on Martlesham Road. However, funding was available for some traffic calming, with buff coloured surfacing, 30 roundels and white lining, and a design of a scheme had been received. It was **RESOLVED**:

- To advise SCC that the proposed traffic calming scheme was

approved by the Parish Council.

It was noted that surface dressing of the road had been carried out, to correct inadequate work last year.

Maintenance

Repairs had been carried out at the junction of Holly Lane and The Street. White lines were due to be repainted.

Village Hall and Playing Field Signage

The new signs had been installed.

Footpaths

Confirmation of funding for cutting had been received from SCC, although only for costs up to £161. The works to be carried out had been agreed with Mr Ball and cutting would take place in May/June and July/August.

10 Planning

Applications

C11/0940: 3 Richards Drive - Erection of single-storey side extension (partial demolition of existing flat roof additions) and erection of lean-to extension

After discussion it was **RESOLVED**:

- that there was no objection to this development

C/11/1044: Marydene, Martlesham Road – Application to extend time limit to commence planning permission C08/0889 for ground and first floor extension

After discussion it was **RESOLVED**:

- that the Council maintained its view on the previous application: there was no objection but there was concern about the loss of light to the adjoining property

Designation of the Parish as a Local Service Centre (LSC)

It was noted that Councillor Fryatt's information at the Annual Parish Meeting had advised that the parish was designated a LSC on the grounds of its facilities. The designation required three of:

- a bus service
- a shop
- local employment opportunities
- a Meeting place
- a Pub or licensed premises

The LSC designation meant the parish was considered sustainable and able to accommodate development within the physical limits boundary. Villages with less than three of the facilities were 'Other Villages', with no physical limit boundary within which some development was considered appropriate in principle.

After discussion it was **RESOLVED**:

- to establish the extent of bus service provision in the parish
- to establish whether any definition of the level of service existed in respect of the LSC criteria
- to consider making representations to SCDC about the LSC designation if appropriate

Councillor Fryatt was thanked for offering to assist in this matter.

11 Parish Plan

It was noted from the report and summary of Action outcomes produced by the AMG Chairman, that the AMG considered the Parish Plan/AMG had been highly beneficial to all three parishes involved. Specifically, communication had improved massively, between a number of the bodies in the area, including the village halls and the parish councils. The Benefice magazine was now delivered to all residents and available online, and the creation of the email mailing list had been very successful. Fresh impetus had been given to tackling a number of issues, including traffic, school parking, footpaths.

It was also noted that the AMG considered that it had achieved as much as it could and, in any event, membership was due for renewal. In addition government recommended that Parish Plans should be refreshed every five years, meaning work should start on a new Plan in 2012 if it was to be in place by 2014. After discussion it was **RESOLVED** that:

- the Parish Plan remained a live document, especially in respect of traffic and planning matters
- the AMG should be thanked for its work in helping to deliver the Parish Plan Actions
- the Council would begin to consider a new Plan at its meeting in November 2011
- the outstanding monies should continue to be held by Playford Parish Council on behalf of all three Councils and ring fenced for work preparing a new Plan.

12 Finance

Barclays Bank Account Signatories

As Mr Beaumont was no longer a councillor a new signatory was needed. It was **RESOLVED**:

- that the Bank account signatories would be Mrs Evans Rogers, Mr Carr and Mrs Wilson
- that Mr Carr would deliver the new mandate forms to the Bank

PC

Income and Expenditure

The Chairman reported the following income and expenditure:

Income:

- First half of the precept from SCDC: £2850

Expenditure:

Cheques were signed as follows:

- SALC membership for 2010/11: £206

- Village Hall donation: £250
- John Belstead Playing Field donation: £500
- Benefice Newsletter donation: £100
- Mrs J Gosling for internal audit: £20
- Clerk's Annual Allowance and expenses: £150 and £41.02

The current account balance was £2,417.18.

PAYE

It was noted that the Council had registered as an employer and was able to operate PAYE using online software. The Clerk and Handyman were employees for whom a monthly online return to HMRC would be necessary, even if no salaries were paid that month. Miss Williams was thanked for assisting the Clerk with the registration.

13 Matters Arising from Circulated Items

Circulations 2011/02 and 2011/03 had been returned to the Clerk. There were no matters arising, or from items circulated by email.

14 Correspondence

It was noted that information concerning District Councillor Fryatt's election, SCC's Trusted Trader Scheme and the Suffolk Show had been displayed on noticeboards.

Parish Tree Planting Scheme

It was noted that the Tree and Footpath Warden had been unable to attend an event to discuss the future of this scheme, which was no longer funded by SCDC. However, it was hoped to keep the scheme running with volunteers and the Warden would receive more information in due course.

It was **RESOLVED:**

- to circulate to Councillors the following correspondence:
 - Suffolk ACRE: Update
 - Clerks and Councils Direct
 - SCC: Information on Changes to Street Lights

15 Date of Next Meeting

The next meeting of the Parish Council would be on 4 July 2011.

There being no further business to discuss the meeting closed at 9.10pm.