

**Minutes of Great Bealings Annual Parish Council Meeting held on Tuesday 10th May
2022 commencing at 8.15pm at Bealings Village Hall**

Present: Sue Prentice (Chairman) (SP), Colin Hedgley (CH), John Carter-Jonas (JCJ), Regan Scott (RS), Sally Johnson (SJ), Caroline Saunders (CS), Trevor Harris (TH)

In attendance: Mrs Dee Knights, Clerk to the Council (DPK), Elaine Bryce, Suffolk County Councillor (EB), Martin Cripps (MC), Eric Barnett

1. Election of Chairman

SP was elected as Chairman, proposed by CH and seconded by JCJ. She signed the Declaration of Acceptance, witnessed by the Clerk.

2. Apologies for Absence

There were no apologies

3. Declarations of Interest

LNPI, District Cllr-CH, no other declarations

4. Declarations of Lobbying and Responses to Lobbying

There were no declarations

5. Election of Officers:-

Vice Chairman – John Carter-Jonas – proposed by SP, seconded by CH
Footpaths – Regan Scott– proposed by CH, seconded by SJ
Tree Warden – John Carter-Jonas, proposed by SP, seconded by CH
Village Hall Rep – Trevor Harris – proposed by SP, seconded by CH

6. To approve the Minutes from the Meeting held on 8th March

The minutes were approved for signature

7. Clerk/Councillor Updates

Talking Bench – steps are now in place, but there are problems caused by cars parking in front of it.

8. Public Participation Session

MC queried the introduction of this item on the agenda and asked if this is the only space where the public can speak. CH explained that this is a meeting of the PC for Cllrs which is held in public – it is not a public meeting. SP said that any additional contribution from the public would be at the discretion of the Chairman.

9. Report by:

- (i) **County Councillor Elaine Bryce** – EB summarised some achievements by SCC and said that she works very closely with the District Councillors. Highways is the dominant item and she has enjoyed witnessing a Speedwatch session. She now has a new budget for the financial year and she thanked the PC for their support since her election and SP thanked her for her commitment.

(ii) District Councillor Colin Hedgley

The report had been circulated to Cllrs and the full copy is attached to these minutes. CH reported verbally on ESC's 'Clean for the Queen' campaign and the clampdown on empty homes. The 'Wild Spaces' scheme is returning again this year and PCs can still apply with any suggestions of suitable areas. The Melton Hill site has now been sold to a local builder and ESC has taken in house the work of Norse.

10. Planning Applications:**(i) New Applications – DC/22/1517/CLE – Regency House – Certificate of Lawful**

Use of garden land – The PC have not been consulted on this application but will be submitting their views to ESC. Cllrs spoke very strongly against the proposal and SP will circulate a draft response

(ii) Decision Updates:

DC/21/3045/FUL – Land next to Lavender Cottage – awaiting decision by ESC
(NB. This application has now been refused)

DC/21/3993/FUL – Regency House – application refused

DC/22/0423/FUL – The Stables, Playford Mount – awaiting decision
(NB. This application has now been permitted)

11. Other Planning Matters:**(i) Enforcement matters**

(a) ENV/21/0506 – Croft Cottage drainage issues – ESC will not be taking any action at the moment, this matter is to be reviewed by the PC after construction is completed

(b) ENV/22/0069 – Water Meadow, Lower St – use of land for dumping of rubbish and waste. The change of use of the land is unauthorised and the owner has been given time to remove various items from the land. SJ reported that more items are still being dumped, DPK will advise the Enforcement Officer.

(ii) Review of Neighbourhood Plan – as reported at the earlier meeting, the drafting of revisions are underway and further consultations will occur with residents and ESC

12. Highways:

(i) **SAVID/SID** – JCJ reported some figures he had managed to extract from the SID, but commented that this was very time consuming. CH will ask SAVID if it can be updated with a more modern model.

(ii) **Quiet Lanes (QL)** – We now have the signs and are awaiting erection of the poles by SCC. A solution re Lower St was discussed.

(iii) **Other Highways matters** – None

(iv) **Footpaths** – SP said that residents should be encouraged to report matters direct to SCC on their website tool. RS will upload data relating to a barbed wire issue.

13. Environmental Issues:

(i) **Trees** – Our application for tree packs from the Woodland Trust has been refused. Several residents have offered trees and a notice will be put in FLN with a view to arranging planting in the autumn. The Treebilee Oak will be planted by the talking bench on 2nd June at 4.00pm and residents may attend.

- (ii) **Water Quality** – Testing has taken place in the River Lark and SP will circulate the latest data received.

14. Community Partnership (CP) Membership

The PC will accept the invitation to become a formal member of the CP and SP will update them at the next meeting in July.

15. Queen's Platinum Jubilee Celebration

CS outlined the programme for the BBQ on 5th June and will put all details on the GtB Facebook page.

16. New Model Code of Conduct

The revised LGA Councillor Code of Conduct has been circulated together with Notes of Guidance. SP attended a briefing session and recommended that this is adopted.

It was proposed by SP, seconded by CH and **RESOLVED** that the PC adopts this revised Code of Conduct

17. Review of Procedures

The following documents have all been reviewed and were approved and accepted by Cllrs:

- Freedom of Information – Model Publication Scheme – amended 2021
- 2018 Model Standing Orders –amended 2021
- 2019 Financial Regulations – amended 2021
- Risk Assessment (updated 2018)
- Emergency Plan V2 (2021)

18. Finance and Admin

(i) Authorisation of payments

The following payments were authorised, proposed by SP and seconded by JCJ:

Payee	Description	Amount £
Mrs D P Knights (dated 28.05.22)	May salary	257.07
HMRC (dated 06.06.22)	May PAYE	64.20
Mrs D P Knights (dated 28.06.22)	June salary	257.07
HMRC (dated 06.07.22)	June PAYE	64.20
Bealings Village Hall Trust	Donation	750.00
Fynn-Lark News	Donation	200.00
Mrs D P Knights	Annual Working from Home Allowance	312.00
Mrs D P Knights	Office Expenses	10.80
SALC	Councillor Training	187.20
SALC	Annual Subscription	144.63
Sally Johnson	Licence Fee for Jubilee event	21.00
Sally Johnson	Advance for Jubilee purchases	200.00
Fowler-Web	Emergency repairs to PC Laptop	270.50
Sue Prentice	Water Testing Equipment	348.48

- (ii) **Annual Governance Statement 2021/22** - This was approved for signature, proposed by SP and seconded by CH.

(iii) Accounting Statements 2021/22 and Certificate of Exemption - The Accounting Statements for 2021/22 and the Certificate of Exemption were approved by Councillors. SP proposed that we accept these and this was seconded by JCJ. The hard copies of the AGAR forms - Accounting Statements and Certificate of Exemption were signed.

(iv) Other Finance and Admin matters

(a) Precept – The complete annual precept of £7500 has been received

(b) Annual Bank Reconciliation – This was approved and signed

© **Annual Donation to Village Hall** – a request has been received for this to be uplifted for 2023/24. The Clerk will liaise with LtB and include this item for discussion in November.

19. Correspondence

Village Sign – concern has been expressed about the ongoing responsibility for the upkeep of the village sign which is shared with LtB. They insure it and GtB pay 50%, and EB inspects it annually for stability. SP will liaise with the resident.

20. Date of next meeting: Tuesday 26th July at 6.30pm

The meeting closed at 9.40pm

Signed
Chairman