

**Minutes of Great Bealings Annual Parish Council Meeting held on Tuesday 9th May
2023 commencing at 8.20pm at Bealings Village Hall**

Present: Sue Prentice (Chairman) (SP), Colin Hedgley (CH), John Carter-Jonas (JCJ)

In attendance: Mrs Dee Knights, Clerk to the Council (DPK),

1. Election of Chairman

SP was elected as Chairman, proposed by CH and seconded by JCJ.

2. Apologies for Absence

Apologies were received from Sally Johnson, Caroline Saunders, Regan Scott and Trevor Harris

3. Signing of Declarations of Acceptance

Following their recent re-election, Declarations of Acceptance of Office were signed by those Cllrs present and witnessed by the Clerk. It was agreed that the four Cllrs absent must sign their Declarations by no later than 27th July 2023.

4. Declarations of Interest

LNPI, District Cllr-CH, no other declarations

5. Declarations of Lobbying and Responses to Lobbying

There were no declarations

6. Election of Officers:-

Vice Chairman – John Carter-Jonas – proposed by SP, seconded by CH

Footpaths – Regan Scott– proposed by SP, seconded by CH

Tree Warden – John Carter-Jonas, proposed by SP, seconded by CH

Village Hall Rep – Trevor Harris – proposed by SP, seconded by CH

7. To approve the Minutes from the Meetings held on 14th March and 18th April 2023

The minutes were approved for signature, subject to amendment of the heading in Minute 9(v) of 14th March to Consultation on the Rural Development Supplementary Planning Document

8. Clerk/Councillor Updates - none

9. Public Participation Session – there were no public in attendance

10. Report by County Councillor Elaine Bryce – This report had been presented to the earlier Annual Parish Meeting and is summarised in those minutes.

11. Planning Applications:

(i) **New Applications** – none

(ii) **Decision Updates:**

DC/22/2871 – Stone Cottage and DC/22/3705 – Rosery Cottage (swimming pool) have both been permitted by ESC.

12. Other Planning Matters:

- (i) **Enforcement matters**
ENV/22/0069/USE – Water Meadow, Lower St – ESC are continuing to monitor the site to review if the state of the land has continued to improve or has deteriorated.
- (ii) **Review of Neighbourhood Plan** – as reported at the earlier meeting, SP provided an update on the timetable for the revised Neighbourhood Plan. There are no fundamental changes to the Plan, more to terminology
- (iii) **Other matters** – none

13. Highways and Footpaths:

- (i) **SAVID/SID** – Following the vandalism to the SID, the Clerk has commenced an insurance claim. JCJ has submitted some photos which will be sent and two quotations must be obtained. It was agreed that it should be replaced “like for like” i.e. with a happy/sad face.
- (ii) **Other Highways matters** – None
- (iii) **Footpaths** – Nothing

14. Environmental Issues:

- (i) **Trees** – JCJ advised that landowners are not keen to accept new trees due to the matter of ownership when they reach maturity. A site has been identified in Lower St and JCJ will continue to liaise with Lord Cranworth’s agents.
- (ii) **Other matters** – none

15. Review of Coronation Event – Following the success of this event which raised over £300 for the Village Hall, SP will liaise with the Chairman of Lt Bealings PC to explore the suggestion that in future both PCs could host a joint Annual Fete, and the 2nd Sunday afternoon in June was proposed.

16. Review of Procedures

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

- Model Code of Conduct – amended 2022
- Freedom of Information – Model Publication Scheme – amended 2021
- 2018 Model Standing Orders –amended 2021
- 2019 Financial Regulations – amended 2021
- Emergency Plan V2 (2021)

The Clerk will re-circulate the Risk Assessment (2018) to review if this needs updating

17. Finance and Admin**(i) Authorisation of payments**

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

Payee	Description	Amount £
Mrs D P Knights (dated 28.05.23)	May salary	281.34
HMRC (dated 06.06.23)	May PAYE	70.20
Mrs D P Knights (dated 28.06.23)	June salary	281.34
HMRC (dated 06.07.23)	June PAYE	70.20
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	66.19
SALC	Annual Subscription	157.50

(ii) Annual Internal Audit Report – This was accepted, proposed by CH and seconded by JCJ

(iii) Annual Governance Statement 2022/23 - This was approved for signature, proposed by CH and seconded by JCJ.

(iv) Accounting Statements 2022/23 and Certificate of Exemption - The Accounting Statements for 2022/23 and the Certificate of Exemption were approved by Councillors. CH 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.

(v) 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

© **Register of Interests and Submission of Election Expenses** – All Cllrs must complete a new Register of Interests on the ESC system by 1st June. Also, the Election Expenses return must also be submitted by 1st June, even if it is NIL.

18. Correspondence

Fynn Lark News – It is the turn of GtB to produce the lead item for the July magazine. SP will draft an article about the Village Fete proposal

18. Date of next meeting: Thursday 27th July at 6.30pm

The meeting closed at 9.15pm

Signed

Chairman