

DEPDEN PARISH COUNCIL

MINUTES of the Annual Meeting held on Tuesday 10 May 2016 at 8pm in The Village Hall, Chevington.

PRESENT: Councillors: Geraldine Arnold
Dennis Bibby
Mark Leadbeater
Susan Boor (Clerk)

1. ELECTION OF CHAIRMAN

Mark Leader was proposed by Geraldine Arnold and seconded by Dennis Bibby. Councillor Leadbeater signed the Declaration of Office.

2. APOLOGIES FOR ABSENCE – Andy Barneston, Peter Payne and Andrew Rabett..

3. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS – There were none.

4. MINUTES OF THE MEETING HELD 8 MARCH 2016

The Minutes, having been circulated before the Meeting, were taken as read and signed by the Chairman.

5. MINUTES OF THE ANNUAL PARISH MEETING HELD 12 APRIL 2016

The Minutes, having been circulated before the Meeting, were taken as read and signed by the Chairman.

6. ELECTION OF OFFICERS WAS AGREED Attachment 16/1

7. POLICE REPORT - no report

8. COUNTY COUNCIL REPORT – no report

9. BOROUGH COUNCIL REPORT – no report

10. NEIGHBOURHOOD WATCH – no report

11. SALC REPORT - no report

12. FOOTPATH REPORT

Due to the number of broken and missing footpath signs it was agreed to ask for a meeting with Patrick Scrivens, the Footpath Officer at Suffolk County Council. The Clerk agreed to contact Mr Scrivens to discuss a site meeting.

13. TREASURER'S REPORT

13.1 The Internal Audit had taken place on 6 April 2016. There was nothing to report.

13.2 *Community Account.*

The Clerk stated £315.00 had already been transferred from the Business Day Saver Account to cover the following cheques which are included in the figures for 2015/16.

CCRCC – Hire of The Erskine Centre	15.00
Suffolk County Council – posts for VAS Sign	300.00

13.3 The Clerk stated a further £465.00 will need to be transferred from the Business Day Saver Account.

13.4	<i>Cheques for the following were approved and signed:</i>	
	Susan Boor (Clerk's Salary)	179.34
	HMRC (Clerks' PAYE)	44.60
	CCDRCC – Hire of The Erskine Centre	15.00
	Millennium Farm Trust – Grass Cutting	87.50
	Depden PCC	135.00

When the above payments have been cleared, a balance of £6.56 will remain.

13.4 *Business Day Saver Account* – the precept of £2700.00 and interest of 62p has been received and when £465.00 has been transferred to the Community Account, it will leave a balance of 6412.83..

13.5 It was agreed to change the year for Grass Cutting to March to February with payment being made in May and September.

14. EXTERNAL AUDIT

14.1 The Chairman signed the Summary of Receipts and Payments for year ending 31 March 2016 Attachment 16/2.

14.2 The Governance Statement for the External Audit for year ending 31 March 2016 was completed and signed by the Chairman.

15. REPAIRS TO VILLAGE SIGN

The paint on the rear of the sign is peeling. This will be accessed at the next meeting.

16. VILLAGE LITTER PICK

The Clerk reported that 17 bags of rubbish, and a broke road sign were collected.

17. PLANNING UPDATE

17.1 Minutes of Planning Meeting held 3 May 2016 were signed

17.2 DC/16/0722/HH Cedar Lodge – two storey and rear extension and first floor extension over existing garage. Since the meeting concern had been expressed about the scale used on the location plans. The Clerk agreed to contact the Planning Officer.

18. VAS SIGNS

18.1 A report was distributed and Councillor Leadbeater agreed to analyse the figures further but they did not appear to show any be serious speeding.

18.2 The correct size brackets have been obtained.

18.3 It was agreed to purchase two High Vis Jackets, one size to fit the Parish Clerk and another suitable for male Councillors.

18.4 Councillors Barnetson and Leadbeater have agreed to attend a meeting at Hargrave Village Hall on Thursday 2 June 2016 to discuss the VAS Signs.

18.5 The Clerk agreed to contact Hargrave Parish Council to ask where the VAS Sign is that Depden was sharing with them.

19. RECRUITMENT OF ADDITIONAL PARISH COUNCILLOR

Residents have been asked but to date no firm commitment.

20. NEWSLETTER ITEMS

Items to included recruitment of Parish Councillor, Chervon Signs are now installed and the Litter Pick.

21. CORRESPONDENCE ** not circulated

SALC re Highways Matters
Rural Services Network Digest x 7
Community Action Suffolk News x 5
SALC re Master Composter Scheme
SALC re Pension Provision **
Suffolk Police Public Meeting
SALC re Section 137 Expenditure
Suffolk Police Public Meeting Postponed
SALC re SAAA's External Audit **
Minister re Planning Appeal for Parish Councils
Rural Services Network Vulnerability Service x 3
SALC Courses
Rural Services Network Rural Economy Spotlight
SALC re Suffolk CC 'Women on Wheels' **
Suffolk CC Get Prepared Newsletter
Clive Pollington re Devolution East
SALC Courses re Village Halls and Playing Fields **
PSO Anthony Welford leaving and new contact email for Police
SALC re LAIS1388 Planning Changes
Police Connect re Police Cadets
SALC re Hedgehogs
Community Action Suffolk Conference **
Rural Services Network Spotlight on the Heart of the Village
SALC re Crime Stoppers Burglary Poster – Notice Board
Letter re Suffolk Police Change Team
St Edmundsbury BC Parish Conference
Coffee Caravan AGM invitation
Came & Co Matters Spring 2016
SALC re LAIS1389 Broadband
Suffolk Community Foundation Grants **
SALC Admin General Information
West Suffolk Network Summer Events
Matthew Hancock MP Report
Rural Services Network Rural Opportunities Bulletin
SALC Response to Planning Consultation
Anglian Water Pollution Prevention Team
Suffolk Constabulary invitation to meet new Inspector
Rural Services Network Housing Spotlight
SALC re Planning Appeal Refused
SALC re Sheepwatch
SALC re Governance and Accounts
SALC re cost of Website **
Clive Pollington re Highways matters
News from Matthew Hancock MP
Suffolk Preservation Society Magazine
SALC re CCTV cameras
Matthew Hancock re Newmarket Town Plate
SALC re Transport Services to Liz Brennan
Rural Network Services Rural Opportunities Bulletin
SALC re Groundwork/Tesco Funding **

22. **ANY OTHER BUSINESS** – There was none.

23. **DATE OF NEXT MEETING**

The next Parish Council Meeting to be held Tuesday 12 July 2016 at The Village Hall, Chevington at 8pm.

There being no further business, the Meeting closed at 9.05pm

Chairman Date