

WANGFORD WITH HENHAM PARISH COUNCIL

Draft Minutes of Annual General Meeting held on Tuesday 9th May 2023 at 7.30pm

Present: Cllrs A Smith, S Smith, T Carter, S Farrands, S Ives, R Miller, G Pepper, E Utting, R Waters.

Attending Clerk: G Radcliffe.

1 member of the public

AGENDA

Annual General Meeting:

1. Election of Chairman - Cllr S Farrands proposed Cllr A Smith, 2nd Cllr E Utting. AIF. Cllr A Smith accepted the position.
2. Election of Vice Chairman - Cllr A Smith proposed Cllr S Smith, 2nd Cllr Waters. AIF. Cllr S Smith accepted the position.
3. Authorisation of subscriptions for the coming year – **it was noted that there are no current subscriptions.**
4. Verification of Location of Deeds – Lodged with Norton & Peskett Solicitors, The Thoroughfare, Halesworth.
5. Adoption of General Power of Competence – Criteria not met as Clerk does not yet have an appropriate qualification. The parish council does however have a minimum of 2/3 Councillors elected.
6. Review of Standing Orders – Cllr A Smith proposed no changes needed.
7. Appointment of Responsible Financial Officer – this role will now be taken on by the parish clerk, Greg Radcliffe, Cllr A Smith proposed, 2nd Cllr S Smith. Mr Radcliffe accepted the position.
8. Declarations of Interest – Cllr A Smith advised that there are no declarations of interest.

The meeting closed at 7.55pm

PARISH COUNCIL MEETING FOR 9 MAY 2023:

DECLARATIONS OF INTEREST - NONE

RECEIPT AND ACCEPTANCE OF APOLOGIES – Cllr A Dunning.

PUBLIC FORUM –to include COUNTY & DISTRICT COUNCILLOR’S REPORTS.
None

1. ACCEPTANCE OF MINUTES OF MEETING HELD 11TH APRIL 2023

Cllr Pepper proposed acceptance, 2nd Cllr Farrands, aif.

2. MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

Police update - PC Green was unable to attend this meeting – the clerk received an email from the local constabulary to say that once recruited another officer will be attending a parish meeting in the future to provide an update on local policing.

Bus stops – The relevant work has been done. Cllr A Smith had an email from Mr McMorran

(local resident) thanking the parish council for their input with this matter. Cllr A Smith said it would be helpful to email Cllr Dunning to say that the work has been done now and can she contact First Buses asking them to use the new route. Clerk to contact Cllr Dunning with this request.

King's Coronation – Cllr S Farrands said that the event had gone well with a good turn out and nice weather. The tea went well and the church flowers were lovely. 12 people responded to Cllr A Smith's email regarding volunteering. Cllr Pepper said that he had not quite finished the clearing work, but the volunteers will return mid-June to complete it. Cllr Farrands suggested that maybe volunteer work could be carried out every 3 months – this issue to be discussed further at a future meeting. Clerk to contact Sue Taylor asking if she can put a note in The Messenger asking for volunteers to help out on a monthly basis. It was also mentioned that the seats in Millfields are broken – clerk to contact Waveney Norse to mend or replace them.

3. **REPORTS**

Clerk's report to include Police Report sourced from Suffolk Constabulary's Website. There were no crimes reported in March 2023 (the most recent update).

Cllr Pepper said that books at the Book Exchange have been vandalised with pages ripped out. Cllr Farrands mentioned that a resident had contacted her to say that youths have been gathering in the bus shelter. Youths have also been seen riding their bikes too fast and on only one wheel, additionally youths were seen throwing things at a horse in a field. There was a general discussion and it was noted that the PC cannot do much about these issues – the best course of action is to ring the police. Clerk to email Halesworth police regarding the above asking them to have more of a presence in Wangford.

Cllr S Smith said that a garage tenant had attended a parish meeting to ask if he could put up a new garage in place of the old one. However, it appears that he had not sought planning permission and the new garage has no doors. Clerk to write to garage tenant regarding these issues. Cllr S Smith added that residents are parking their cars in the garage area and this should be kept clear. Clerk to write to residents with a request not to park in that area.

4 **FINANCE**

a. Accounts for Payment	COST	VAT	TOTAL
Clerk's salary	225.00	-	225.00
Mileage at 45p per mile	12.60		12.60
Coronation decorations	85.89		85.89
Jean Brown (audit work & training)	100.00		100.00
	28.00		28.00
	48.95		48.95
	79.37		79.37
Total			£579.81

Cllr Farrands agreed these accounts should be paid, 2nd Cllr Utting, aif.

b Accounts already paid – None

c Receipts – £7,500 (2023/24 Precept payment)

d Bank Statement Figures-

Current Account: £4570.70

Business Account: £8,722.22

Latitude Account: £17,152.06

e To decide if PC should exempt from limited assurance review.

f Presentation of draft accounts for approval and AGAR form

g Presentation of Bank Reconciliation - circulated.

h Presentation of Budget to Actual – circulated

i Presentation of Asset Register – circulated

j Discuss Reserves

k Review Financial Risk Assessment

**l Review Internal Controls
m Review Financial Regulations
n Change bank signatories if applicable**

5 CORRESPONDENCE -

The letter from the McMorran family regarding the MUGA has been dealt with.

6 PLANNING –

a Applications rec'd:

DC/21/5536/OUT – Outline application (some matters reserved)

Address: Field off Elms Lane, Wangford, Suffolk

The planning application to build residential units was discussed and it was noted that the number of units requested has reduced from 24 to 20 (16 was the recommended number) and that 5 of those will be Affordable Housing. It was felt that extra houses will be an additional strain on resources (including GP surgery), Elms Lane is a narrow single track lane and there is no mention of creating a footpath. There is already congestion at the end of Elms Lane due to the very busy veterinary practice and existing properties. The sewer system is inadequate in its present state and needs to be upgraded. The Clerk will submit a written objection.

b Decisions rec'd: None

7. ANY OTHER BUSINESS

The Clerk advised all present that he had received replies from East Suffolk Council regarding the unsafe brick paving and the tree that requires pruning – both requests were turned down as they were not felt to be urgent enough. It was agreed that the parish council will arrange for the tree to be pruned as it is unsafe, proposed Cllr Utting, 2nd Cllr Pepper, aif.

The meeting closed at 8.30pm.

Website: www.wangfordwithhenham.onesuffolk.net

Date of Next Meeting: Tuesday 13 June 2023 at 7.30pm.