

Great & Little Whelnetham Parish Council

Minutes of Parish Council meeting held Monday 10 January at 7.30pm at the Community Centre.

Risk assessment undertaken to comply with Covid 19 guidance.

Present

Cllr Peter Royce, Chairman, PR

Cllr Howard Singh, HS

Cllr Tim Webber, TW

Cllr June Attwood, JA

Clerk, Elaine Gorman, EG

1 member of the public

County Councillor Karen Soons, KS

1. **OPENING** – the Chairman declared the meeting open and thanked all for attending.
2. **APOLOGIES** – none.
3. **DECLARATIONS OF PECUNIARY AND LOCAL NON-PECUNIARY INTERESTS** – none declared.
4. **MINUTES FROM PARISH COUNCIL MEETING DATED 15 NOVEMBER 2021.** The minutes were approved and signed by PR as a true and accurate record, proposed by JA and /seconded by HS.
5. **PUBLIC FORUM** – the Chairman, PR reported his ongoing concerns about the state of Bells Lane as this continues to be used by residents and others as a diversion route whilst the drainage work is being carried out by Suffolk CC on Stanningfield Road. A lack of gritting is a problem. PR reported a number of vehicles had got into difficulty on this route. PR stated he had spoken to the portfolio holder who was going to undertake weekly checks on the state of this road whilst the drainage works are ongoing on Stanningfield Rd. KS stated she is aware and that to continue to report problems via the online reporting tool. KS said her monthly report would follow shortly. The Clerk’s report, circulated prior to the meeting, was received, and noted. There were no questions from the public via email. The play inspection report for December 2021 had been circulated prior to the meeting and there were no issues. PR mentioned that a donation/grant request had been received from BSEVC, a Suffolk charity providing a community transport service. It was noted that the service was primarily assisting those in Mid Suffolk and Ipswich so it was resolved to write and decline a grant this year. PR raised the issue of the upcoming Queen’s Platinum Beacon Lighting. The community centre committee are involved in preparations for this, including arranging a piper and will update the parish council at the next meeting in March.
6. **STATUTORY BUSINESS** (all documents circulated for consideration prior to meeting).
 - a) To review and approve Standing Orders. Unanimously approved.
 - b) To review and approve Financial Regulations. Unanimously approved.
 - c) To review and approve the Code of Conduct. Unanimously approved.
 - d) To review, consider and approve the statutory legal power identified in LGA 1972, s137. S137 of the Local Government Act allows local councils to spend a limited amount of money for purposes for which there is no other specific statutory power. The limit of expenditure under this provision for 21/22 is £8.41 x 1064 (per head of population), £8,948.24. Reviewed and approved.
 - e) To review the Risk Management documents/policy to ensure all risks are identified. Reviewed and approved
 - f) To consider and review the effectiveness of the Internal Controls. Although the parish council does not have one specific Internal Control policy the standing orders and financial regulations are considered satisfactory and as such the Internal Controls are effective for this parish council’s purposes. Approved.

- g) To consider and review the Reserves Policy. The policy was reviewed and approved. The current schedule of funds was considered and reviewed. Current general reserves stand at £11,685. Earmarked reserves stand at £6,500. The Clerk advised that in August 2021 a new website had been purchased for £500 and £500 towards the TRO had been paid out in November 2021. Council considered and approved earmarked funds for the remainder of the year totalling £5,500 with the £1,500 underspend re-allocated to playground maintenance, £1,000 for a new laptop and £3,000 allocated to purchasing new noticeboards. Council to review both general and ear marked reserves at July 2022 meeting.
- h) To consider and adopt the following policies: Complaints Policy, an Equality & Diversity Policy, a Health & Safety Policy, and a Publication Scheme Policy. Council resolved to adopt and approve all 4 policies.
7. **PLANNING** - a) To consider the following planning application, details emailed prior to the meeting, DC/21/2447/HH – a. single storey part side/part front extension linking to existing garage, b. conversion of garage into habitable room with replacement of garage door with one window, c. single storey rear extension @ Woodley End, Sudbury Rd, Sicklesmere IP30 0TJ. Council unanimously agreed; there were no objections.
8. **FINANCE** - a) Payments since last meeting and bank reconciliation. Balance of current account is £21,810.24, which includes £1,135.45 transferred from instant access account which has been closed. b) To receive and approve the bi-monthly statement for November 2021 – January 2022. Received and approved. The following cheques were approved and issued. Total in bank, less approved cheques, £21,287.45.

Detail	Cheque No.	Net (of VAT)	VAT	TOTAL
Lacy Scott & Knight (A Holliday)	846	250.00	50.00	300.00
E Gorman Exps	847			82.79
HM Land Registry	848			140.00
Total				522.79

- c) To receive and consider draft budget estimates. Received and approved.
- d) To consider and approve the precept proposal. Council agreed to a 3% increase, a figure of £12,035 to ensure sufficient funds to maintain current and future liability. Chairman, PR, signed the precept application form for the clerk to return to WSC.
9. **UPDATES** – a) Deed of dedication – Clerk, EG explained a valuation of the playing field had been received and an application completed to register the land with Land Registry. Once land registered the application to Fields in Trust can be made.
- b) Play & Adult gym equipment. The lottery application for funding was unsuccessful. The community centre is waiting to hear if it has obtained funding from a couple of grant applications. Council discussed the possibility of the parish council contributing towards the cost of the equipment. It was agreed to arrange another meeting to discuss funding. Clerk to schedule meeting for February.
- c) Railway Walk – Clerk explained the landfill site issue re Suffolk CC was ongoing with SCC still considering if spoil from a property bordering the landfill can be used to fill in gaping holes to prevent rubbish being exposed. Clerk to contact SCC again. Clerk said she will establish if Railway Walk is registered with Land Registry.
10. **COCKTAIL LANE** – signage wording. Clerk agreed to research appropriate signs for

consideration.

- 11. **MATTERS FOR CONSIDERATION AT NEXT MEETING** – railway walk, grass cutting contract.
- 12. **CLOSE OF MEETING** – 8.55pm
- 13. **DATE OF NEXT MEETING, MONDAY 14 MARCH at 7.30pm.**

Signed Chairman.....Date.....