

Great & Little Whelnetham Parish Council
Minutes of Parish Council Meeting AGM held Tuesday 17 May 2022 at 7.30pm at the Community Centre (outside).

Present

Cllr Peter Royce, Chairman, PR

Cllr Howard Singh, HS

Cllr June Attwood, JA

Clerk, Elaine Gorman, EG

1 member of the public

1. ELECTION OF THE CHAIR & VICE CHAIR – Peter Royce elected as Chair, proposed by JA, seconded by HS. Howard Singh elected as Vice Chair, proposed by PR, and seconded by JA. Declaration of Acceptance of Office signed by PR.
2. APOLOGIES – from TW, received and accepted.
3. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS – None declared.
4. MINUTES OF THE PARISH COUNCIL MEETING DATED 14 MARCH 2022 – minutes were approved and signed by the Chairman as a true and accurate record, proposed by JA and seconded by HS.
5. PUBLIC FORUM
 - Chairman’s report, circulated via email prior to meeting
 - County Councillor, Karen Soons’ report, circulated via email prior to meeting
 - Question from member of the public re access at the Cocks Green Lane end of ‘The Drift’. All agreed Clerk will make further enquiries.
 - Clerk’s report, circulated via email prior to meeting.
 - a) Lighthouse Women’s Aid consideration of a donation. Council unanimously agreed £200. Cheque to be issued at June meeting.
 - b) West Suffolk Citizens Advice consideration of a donation. Council unanimously agreed £100. Cheque to be issued at June meeting.
 - c) West Suffolk Local Plan, circulated prior to meeting.
 - d) Play Inspection Report, WSC April 2022 circulated prior to meeting
 - e) NHW LOCAL CRIME STATS FOR MAR 2022, circulated prior to meeting.
6. STATUTORY BUSINESS
 - a) Continuation of the appointment of the Clerk to the Council as the Responsible Financial Officer
 - b) New NALC Model Code of Conduct considered, approved, and adopted.
 - c) The following policies were considered, approved, and adopted, Grievance, Disciplinary, Training and Development, Grant Awarding, Freedom of Information Request, Community Engagement. Council agreed and approved an annual budget of £500 for the Grant Awarding Policy, which is to be reviewed at the budget meeting in November 2022.
 - d) Confirmation of dates of parish council meetings for 2022/23 – to be agreed at next meeting.
 - e) Council confirmed and approved the Suffolk Association of Local Councils as the internal auditor for 2022/23.
7. PLANNING
 - a) Planning Application no. DC/22/0144/HH, Householder application – rear conservatory, 1 Hall Cottages, The Street, Lt Whelnetham, IP30 ODG, unanimously approved.
 - b) Planning Application no. DC/22/0400/LB, request for listed building consent – to replace five windows in black paint with slimline double-glazed units, Round House, Bury Rd, Sicklesmere, IP30 OBS, unanimously approved.

c) Planning Application no. DC/22/0193/HH, Householder application – creation of first floor above existing garage and conversion to form annexe, The Coach House, The Street, Lt Whelnetham, IP30 ODA, unanimously approved.

d) Planning Application no. DC/22/0702/TCA, Trees in a conservation area notification – one conifer (T1 on plan) fell, Sicklesmere House, Lt Whelnetham Rd, Gt Whelnetham, IP30 OBX, unanimously approved.

e) Planning Application no. DC/22/0512/HH, Householder application – fence to side and rear of boundary, 17 Hambrook Close, Gt Whelnetham, IP30 OBX, unanimously approved.

f) Planning Application no. DC/22/0718/HH, Householder application – replace and raise roof to create first floor accommodation, Iona, Station Hill, Lt Whelnetham, IP30 ODT, unanimously approved

g) Planning Application no. DC/22/0729/HH, Householder application – a) bay window on front elevation, b) single storey side porch extension, c) single storey rear extension, 46 Raynsford Rd, Gt Whelnetham, IP30 OTN, unanimously approved.

8. FINANCE

a) To receive and approve the end of year accounts 2021/22 to be sent for auditing. Copies emailed to all Councillors prior to meeting. JA proposed, seconded by PR, unanimously approved.

b) To receive payments and receipts since last meeting and the bank reconciliation - balance of current account £48,149.22, less cheques of 15,076.80 to be approved and issued.

c) To approve bi-monthly statement and cheques to be issued. The following payments were approved:

| Detail | Cheque No. | Net (of VAT) | VAT | Total |
|-------------------|------------|--------------|---------|-----------|
| SALC subs 2022/23 | 852 | 394.66 | | 394.66 |
| E Gorman, Exps | 853 | 139.34 | | 139.34 |
| Creative Play | 854 | 12,322.80 | 2220.00 | 14,542.80 |
| | | | | |
| Total | | | | 15,076.80 |

9. Clerk provided an update on the play equipment. Invoice received from Creative Play and paid, as above. Awaiting invoice from Playdale.

10. TO CONFIRM MONDAY 27 JUNE AS DATE OF THE NEXT PARISH COUNCIL MEETING. To receive and approve the annual internal report for the year ending 31 March 2022 as produced by the Council's appointed internal auditor, SALC.

11. CLOSE OF MEETING – 8.30pm.

Signed.....Date.....