

**Present**

**Cllr Peter Royce, Chairman, PR**

**Cllr Howard Singh, HS**

**Cllr, June Attwood, JA**

**Suffolk County Councillor Karen Soons, KS**

**Clerk, Elaine Gorman, EG**

**2 members of the public**

1. **OPENING** - the Chairman, PR, opened the meeting and thanked everyone for attending.
2. **APOLOGIES** – from Councillor Tim Webber, received and accepted. **DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS** – none declared.
3. **MINUTES FROM PARISH COUNCIL MEETING DATED 17 MAY 2022.** The minutes were approved and signed by PR as a true and accurate record, proposed by HS and seconded by JA.
4. **PUBLIC FORUM** – the County Councillor KS' report had been circulated prior to the meeting. There was no report from District Councillor Nick Wiseman. The Clerk's report was circulated prior to the meeting. There were no questions via email from the public for consideration. Correspondence included **a)** an update on terms and conditions regarding the PC bank account, **b)** Letter from Pension Regulator requesting declaration be completed and submitted, clerk to complete, **c)** Email from Anglian Water regarding the Strategic Pipeline informing of a consultation opening today for anyone to make comments on this work which will affect Little Whelnetham. A member of the public raised concerns about the continuation of building work on a property in Water Lane, Little Whelnetham despite a recent visit from a planning enforcement officer of West Suffolk Council. The member of the public also raised the fact that despite emailing the planning department at WSC no response had been forthcoming. Councillors resolved to ask the clerk to contact District Cllr Nick Wiseman to assist with this issue. Councillor HS raised the issue of a gulley cleaner spewing its contents in the street when emptying the drains. KS suggested copying her into the email when notifying SCC of the incident. Councillor PR queried pathway route to school and overgrown verge. C Councillor KS suggested using the reporting tool and including photos. KS also reported that SCC priorities meant budgets were being squeezed and tough decisions being made regarding which statutory services should be funded.
5. **PLANNING** – Planning Application no. DC/22/0881/TCA, Havebury Housing, trees in a conservation area notification – one Cedar (T3787 on plan), crown raise by 2.5m over footpath and reduce overextended branches by two metres, Pipestrelle Way, Great Whelnetham, Suffolk, IP30 0BF, unanimously objected 11/06/22.
6. **FINANCE** –
  - a) Council received, considered, and approved the Annual Internal Audit Report for the year ending 31 March 2022 as produced by the Council's approved internal auditor SALC.
  - b) Council to consider and approve the Annual Governance Statement, section 1. Received and approved.
  - c) To consider and approve the accounting statements for the year ending 31 March 2022 as transposed on to the AGAR, section 2. Received and approved.
  - d) To consider and approve the Certificate of Exemption confirming that gross income or gross expenditure did not exceed £25,000 for the year ending 31 March 2022 and that a limited assurance review is not required. Received and approved. Clerk to send the Certificate of Exemption to PKF Littlejohn, the external auditors.

- e) As per comment in the Annual Internal Audit Report for 2021 – 2022, the auditor has suggested council consider adopting an Internal Control statement which would formally review the effectiveness of the system of internal control. Council resolved to adopt internal statement as adapted by the clerk. JA agreed to assist clerk in preparation of this report.
- f) Council considered an amount for the training budget for 2022/23. Council unanimously resolved to allocate £300 to the training budget for clerk and councillors.
- g) Payments since last meeting and bank reconciliation. Balance of current account is £54,066.81 less cheques of £12,410.87 to be approved. Total in current account is £41,655.94. Payments approved. The following cheques were issued.

Detail	Cheque No	Net (of VAT)	VAT	TOTAL
SALC, audit	855	203.00	40.60	243.60
E Gorman, laptop	856	628.99	125.80	754.79
E Gorman	857	65.00		65.00
Playdale Playground Ltd	858	9,119.10	1823.82	10942.92
CAS, website	859	50.00	10.00	60.00
Cit A W.Suffolk, donation	860	100.00		100.00
Lighthouse, Women's Aid	861	200.00		200.00
E Gorman, expenses	862	44.56		44.56
<b>Total</b>		<b>10,410.65</b>	<b>2,000.22</b>	<b>12,410.87</b>

- h) To receive and approve the bi-monthly statement. Received and approved.
- 7. **MATTERS FOR CONSIDERATION AT NEXT MEETING** - to agree dates of meetings for year commencing April 2023 to March 2024.
- 8. **CLOSE OF MEETING** – 8.30pm
- 9. **DATE OF NEXT MEETING, MONDAY 26 SEPTEMBER at 7.30pm**

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