

Copdock & Washbrook Parish Council

Minutes of the Annual Meeting of the Parish Council held on Tuesday 2 May 2017 at 7.30pm, in lounge at village hall.

Present: Chairman Keith Armes, Vice Chairman Mike Watling, County Cllr Dave Busby, District Cllr Nick Ridley, District Cllr Barry Gasper, Cllr Terry Corner, Cllr Tina Sutters, Cllr Chris Coupland, Cllr Laura Butters, Cllr Andy Mexome, 2x residents, Clerk.

1348/1617 Election of Chairman: Cllr Andy Mexome proposed Keith Armes, Cllr Laura Butters seconded. Chairman Keith Armes duly elected.

1349/1617 Acceptance of Office: Chairman Keith Armes signed Acceptance of Office.

1350/1617 Election of Vice Chairman: Cllr Laura Butters proposed Mike Watling, Cllr Chris Coupland seconded. Vice Chairman Mike Watling duly elected and signed Acceptance of Office.

1351/1617 Welcome and Apologies: Chairman Keith Armes opened the meeting at 7.55pm. Apologies: Cllr Peter Jones.

1352/1617 Declaration of Interest: Chairman Keith Armes - 5 Charlottes planning application as director of Brook pub.

1350/1617 Minutes: The minutes of the meetings held on 4 April 2017 were approved and signed as a true record.

1353/1617 Clerks Report inc. Matters Arising – as below.

Register of Interest forms - still 3 councillors to complete the form online. Once the forms are completed they will be published on Babergh DC website within 10 days of being approved by the Clerk.

Village hall - rent review/increase - letter sent recently so no response as yet.

Litter & dog waste bins - the dog waste bin at the top of Pheasant Rise should now have been repaired; the bin on the bus shelter opposite Folly Lane has been added on to the Babergh list; litter bin at the top of School Hill to be looked at, received a report today the bin liner is not in bin correctly therefore rubbish cannot be put in and is sitting around on the ground.

Copdock Fun Day - proposed - There has been several correspondence/emails regarding this, it is an agenda item, therefore will be discussed further on in the meeting.

1354/1617 Adjournment: Meeting adjourned at 20.01pm

DC Nick Ridley: new dates for liaison meetings

Residents: None

Reconvened 20.05hrs.

1355/1617 Planning:

B/17/00521 - 1 School Hill, C&W IP8 3HY. Erection of single storey rear extension. Recommend approval.

B/17/00531 - 15 Charlottes, C&W IP8 3HZ. Change of use from agricultural land to garden use.

Recommend approval.

B/17/00546 - 5 Charlottes, C&W IP8 3HZ. Change of use of land to rear gardens of 5-9 Charlottes from agricultural use to domestic curtilage and additional parcel of land from A4 (licensed premises) to domestic curtilage to serve No 5 Charlottes.

Recommend approval.

1356/1617 Financial Matters & RFO Report:

- a) **Payments** for approval. KA & MW recommended approval for payments.
- b) **Primary school** - the school have requested funding towards an extension on the school building. It was agreed at the meeting to support the project, and ask the school to contact the PC again once the planning permission is granted. The PC indicated a level of support at £5,000 maximum.
- c) **SALC** - KA proposed to continue with subscription for this year, MW seconded.

RFO Report

The Parish Council's budget position is in order, with all spending within the current financial years budget.

Village Hall lease - rent increase letter only sent recently so no response as yet.

C&W Bowls Club - electricity share, no response regarding this so far. However, a further bill has been received for the period 14 Jan 17 to 14 April 17, so the PC may assume the share proposal has been agreed.

Annual audit - details received from BDO accountants, the Return will be ready to approve at June meeting.

Primary school funding request - I've enquired with Nick Elliott at BDC regarding 106 monies for this, but not eligible, only for recreational/open spaces.

SALC - Renewal subscription received - £416.99 including £63.52 for NALC subscription. It has been agreed at a previous meeting we should review this on an annual basis. The PC do use SALC for the internal audit but they do offer this service to non-members. I have not needed to consult with the SALC office throughout the previous year, and if this was necessary, NALC could provide the same information, if the PC paid the subs of £63.52 direct to them instead of through SALC. The PC need to discuss and decide whether to continue with this membership.

Donation request - received from Sudbury Citizens Advice - letter and leaflet.

Payments were approved.

Income as per spreadsheet.

Spreadsheets updated to 2/05/17. Copies distributed at meeting.

All minuted and approved.

1357/1617 VC Commemorative Ceremony:

TC reported the planning application has been submitted for the plaque siting. Quotes being sought for the work.

1358/1617 Play Equipment Working Group/Fen View play area surface:

Clerk to enquire if 106 monies available for the re-surfacing. Agreed to go ahead with the re-surfacing if guaranteed, funding to be sought/agreed.

1359/1617 Proposed Fun Day on playing field next to village hall:

The PC considered the request for hiring of the playing field for a Fun Day, and agreed to hire for a very small fee, providing the main hirer took overall responsibility for the activities on the day and the setting up and taking down. There was some hesitation as the main hirer is a commercial company, it was agreed as long the PC see sight of the necessary paperwork, i.e. PL/EL insurance documents, annual inspection documents for inflatables/equipment and confirmation that the profits would go back to village organisations, the PC was comfortable to hire the field. Clerk had requested the documentation previously but not to hand currently.

1360/1617 Matters to be brought to the attention of the Council:

CC - reported the bench at the Marvens has had offensive graffiti daubed on it. KA to investigate.

KA - bench outside the Church Room is nearing collapse and needs replacing. Clerk to email Church and enquire if 106 monies will fund replacement.

TS - relocation of bench further down the road

MW - enquired if PC might hire a leaf collector to clear pavements of leaves. After discussion it was decided it would be futile if the weather was inclement.

Items for next agenda: None

Meeting closed at 21.08hrs.