­­WHEPSTEAD PARISH COUNCIL

**Approved Minutes of the Meeting**

**Of the Parish Council held on**

**Wednesday May 20th 2015 at 7.30pm**

Attendees: Councillors G O’Dell (Outgoing Chairman)-GO

N Aitkens-NA

M Morris-MM

S Durrant-SD

Clerk D Rix-DR

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| 1/76 | **Election of New Chairman** Cllr NA was proposed by Cllr. MM and seconded by Cllr. SD. Cllr NA accepted but said that he hoped that someone with more energy and ability would take on the role after a few years. He was duly elected. Outgoing chairman Graham O’Dell congratulated Cllr NA and said that until anyone else came forward to take over responsibility, he would be happy to continue to look after the VAS, organise the footpath clearing working party and the village website.  Chairman Aitkens thanked Mr O’Dell and wished him well in his retirement*. Mr O’Dell left the meeting.* |
| 2/77  3/78 | **Declarations of Acceptance of Office by Chairman**  A declaration of acceptance of office was signed by Cllr NA.  **Appointment of Vice Chairman**  Cllr MM was proposed by Cllr NA and seconded by Cllr SD and was duly appointed and a Declaration of Acceptance of Office signed. Cllr SD also signed his Acceptance of Office declaration. |
| 4/79  9/80  10/81  11/82  12/83  13/84  14/85  15/86  16/87  17/88  18/89  19/90  20/91  21/89  22/90  23/91  24/92  25/93  26/94  27/95  28/96  29/97 | **Appointment of SALC representative**  In the absence of other councillors, it was agreed to defer agenda items 4-8 until the next meeting. These included the appointment of a SALC representative, a Tree Warden, a WCA representative, a Planning representative, Speed Watch representative and a Rights of Way contact.  **Declarations of Interest**  None  **Apologies for Absence**  Cllr Robertson, Cllr Till, Borough Cllr Rushen, County Cllr Clements and PCSO Anthony Welford.  **Borough Councillor’s Report** *(attached)*  **County Councillor’s Report**  Via email, TC said that there would be a change of leadership at SCC on Thursday, when Colin Noble would take over, which should – he felt – lead to some improvements in how West Suffolk is treated in future. He added  that the £1,000 promised last year for the footpath was still available. Cllr NA said that the style and content of SCC and Borough Council reports needed to be discussed at the next meeting, as much of it had little relevance to Whepstead. He suggested that only after the reports had been circulated before a meeting and a matter raised, should the councillor be invited.  **Community Police Officer’s Report**  There had been no crimes since our last meeting, the last being the theft of a trailer from a front garden overnight on March 27th. Cllr NA said that Rural South Watch reports were extremely useful and suggested that we look again to setting up a Neighbourhood Watch Scheme and for local crime information to reach a wider audience.  **Public Forum**  None  **Planning Applications**  Cllr NA to ask Cllr AR why - as a matter of courtesy – we are no longer sent details of some planning applications, irrespective of whether the Borough Council would like us to comment on them.  **Minutes of the Meeting held on April 1st 2015**  *Agenda item 19/69* – ‘A new ladies group had replaced the WI’ to be amended to ‘A new ladies group had been started by Anne Robertson’  Subject to the amendments being made, it was proposed by Cllr MM and seconded by Cllr SD that the minutes were an accurate record.  **Matters Arising from the Minutes of the April 2nd meeting**  None  **Casual Vacancy**  DR circulated two CVs that had been submitted by Linda Smith and Nicola Mann who were both keen to be co-opted on to Parish Council.  In the absence of any other candidates it was proposed by Cllr SD and seconded by Cllr MM that the two candidates be accepted on to Parish Council. DR said that both had confirmed that they fulfilled the councillor qualification requirements. DR to write and deliver their new councillor folders plus Declaration of Acceptance of Office and Register of Members’ Interests forms (which need completing within 28 days) and to mention in the next newsletter that the remaining places on the WPC had been filled.  **Clerk’s Report**  DR said that Robin Drayton had agreed to internally audit the accounts again. This had to be done before June 15th. She had reported the potholes in Tuffields Road and Chedburgh Road and had delivered folders to new and re-elected councillors following the May 7th elections. At the next meeting DR to ask councillors their preferred method and time of contact. DR to update councillor contact sheet. DR to notify new councillors of training courses and a list of the responsibilities that needed fulfilling.  **Finance**  DR said she was in the process of updating bank signatory arrangements. She had received the precept of £8,730 and the s106 open spaces payment of £2,700. Cllr NA asked DR to write and thank Cllr GO for all his hard work in securing the payment.  There were two invoices for payment:  WCA room hire Jan-Mar £32.50  SALC folder dividers £19.55  The annual accounts had been circulated ahead of the meeting and the reconciliation for the end of April was also circulated at the meeting. It was proposed by MM and seconded by SD that the cheques, reconciliations, annual accounts and annual governance statement were correct and should be signed. DR to mention to Robin Drayton that the WPC had not made a contribution to cemetery cutting last year.  **Bank balances at 30th March 2015**   |  |  | | --- | --- | | Balance in treasurers account | £2,657.44 | | Savings account | £10,428.05 | | Total | £13,085.49 | | Less cheques not presented | Nil | | Total | £13,085.49 |   **Bank balances at 30th April 2015**   |  |  | | --- | --- | | Balance in treasurers account | £12,525.59 | | Savings account | £10,428.49 | | Total | £22,954.08 | | Less cheques not presented | nil | | Total | £22,954.08 |   **Highways, Footpaths and Byways**  Cllr NA asked DR if there was any news regarding the new footpath at the bottom of Church Hill. She said no. It was agreed that the PC was happy for - and encouraged - non-councillors to get involved in the footpath as long as the PC was notified when anything official needed doing.  DR to report two potholes near the field entrance before Dovedon Hall and some road erosion near Riches Farm. Cllr NA suggested that when a rights of way representative is appointed that twice a year they highlight in a report issues around the village like drainage, overgrown hedges, condition of roads etc.  **Trees**  Cllr SD said he had been unable to contact Michael Rutherford and so it was best we wait until Autumn for a new tree to replace the dead one near Three Ways. Cllr NA asked Cllr SD to report on the state of ash dieback in the village at the next meeting.  **Suffolk Association of Local Councils**  DR said that she had circulated details of new councillor training courses in the folders. DR to find local SALC meeting dates for the next SALC rep. Cllr SD expressed an interest.  **Whepstead Community Association Report**  Cllr NA said that Andrew Maddever had been elected as chairman.  **Correspondence**  None  **Speed Watch**  Cllr NA said that the police had sent out 82 letters to speeding motorists since the end of December 2014 and thanked the volunteers for the time and effort they put into the scheme. DR said that Graham O’Dell said that we were now sharing the VAS with Chedburgh and Chevington. DR to remove Speed Watch as a regular agenda item.  **Broadband**  Cllr MM said that the villages to benefit from the next phase of Suffolk Better Broadband would be announced in October.  **Chairman’s Comments**  Cllr NA thanked those in attendance for coming.  **Any Other Business**  Cllr NA said there had been complaints about a hedge that had been planted on council land in front of the middle barn conversion near the church and urged councillors to take a look ahead of the next meeting.  The meeting closed at 8.50pm  Signed………………………………………………  Dated………………………………………… |
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