

Little Waldingfield Parish Council

Approved Minutes of the Remote Annual Council Meeting held on Thursday 6th May 2021 at 7.30pm via Zoom

Present: Cllr Chris White (Chair), Cllr Tim Sheppard, Cllr Matt Foster, and Cllr Robert Wheeler.

Attendance: Margaret Maybury (District Councillor) and Dave Crimmin (Meeting Host & Advisor)

1. Election of Chairman

Cllr White was unanimously elected as Chairman of Little Waldingfield Parish Council (LWPC) and he signed the Declaration of Acceptance of Office before taking the chair.

2. Apologies

Cllr Braybrook sent his apologies.

3. Election of Vice Chairman

Cllr Sheppard was unanimously elected as Vice Chairman of LWPC.

4. Declarations of Interests by Members and Requests for Dispensation

No declarations of interest were made and no dispensations were requested.

5. Approval of Minutes of the Previous Meeting on 11 February 2021

Minutes of the previous meetings of the Parish Council on 11th and 31st March 2021 were received, approved as a true record, and signed by the Chairman.

6. Appointment of RFO

Members resolved to appoint Cllr White as RFO until a new Clerk and RFO is appointed.

7. Internal Auditor

Members resolved to appoint SALC as LWPC's Internal Auditor for 2021 / 2022.

8. Annual Subscriptions

It was resolved to renew the annual membership to the Suffolk Association of Local Councils, the Society for Local Council Clerks and the Suffolk Preservation Society for 2021 / 2022.

9. Reports by the District Councillors

Margaret Maybury updated councillors that a noise issue in Grove Avenue was currently being investigated by Babergh's Enforcement team. She also mentioned leadership changes at Babergh, Restart Grants, Chilton Woods and vandalism at Belle Vue house and park.

10. Contributions by Members of the Public.

No members of public present.

11. Consideration of Planning Application and Decision Notices

- (a) Members noted the grant of Application DC/21/01504 St Lawrence House, Church Road
- (b) Members noted the grant of application DC/21/00982 – The Swan, The Street
- (c) Members noted the grant of Listed Building Consent DC/21/00977 – The Swan, The Street
- (d) BDC DC/21/02491 Application Received – High Street Farm, Church Road. Change of use of land for the siting of 2no self-contained shepherds huts on a parcel of agricultural grassland to be utilised as holiday lets.
Members agreed to support the application.

12. Finance

- (a) Members approved the Bank Reconciliation as at 31st March 2021.

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- (b) Members approved the Receipts and Payments Budget Report to the 31st March 2021.
- (c) Members noted the planned submission of the files for the Internal Audit with SALC.
- (d) Members approved the payment of £276.21 to SCC for Street Lighting.
- (e) Members approved the payment of £191.19 to SALC for Annual Subscriptions.
- (f) Members noted the receipt of Parish Grant of £157.00 from BDC.
- (g) Members noted the receipt of Precept 2021/22 of £4,334.00 from BDC.
- (h) Members note the payment of £309.53 to Sudbury Town Council for Community Warden Services.

13. Members Responsibilities

The members resolved the following appointments:

- (a) Cllrs Foster and White to the Playing Field Committee.
- (b) Cllr Wheeler as the SALC representative.
- (c) Cllr Sheppard as the Church and Closed Churchyard representative.
- (d) Councillors will look for a volunteer who lives locally to be responsible for the defibrillator.
- (e) Cllr White to be responsible for the projector.

14. Highways

- (a) Members resolved to request the services of the Community Wardens to cut back the roadside growth on The Street opposite the path to the Playing Fields at a cost of £150 +VAT.
- (b) A survey of Church Road residents had resulted in three responses in relation to the question of "On Verge" being added to the "No Parking" signs along the verge. With the result being inconclusive the councillors agreed to a plaque stating "On Verge" being added to the signs between "No" and "Parking". One post will be removed when the plaques are installed.
- (c) Cllr Wheeler updated councillors that Go Start had replaced the 112 bus service over a year ago. A second round of funding from LWPC and other PC's has now secured the budget for a second year of service to the local community.

15. Matters for Future Consideration

The following three items were deferred until the July 2021 meeting:

- (a) Review of capital expenditure processes.
- (b) Review of consultation processes with Parishioners.
- (c) Review of decision making processes in regard to the replacement of the No Parking Posts on Church Road.

Councillors asked for the following items to be put on a future agenda:

- (a) Suffolk Code of Conduct.
- (b) Review the terms of reference of committees and delegation powers.
- (c) Members Responsibilities.

16. Clerk and Councillor vacancies

Chilton PC and LWPC are looking to advertised jointly for a Clerk to work independently with both councils. Cllr White is in contact with the Chairman of CPC and hopes to get the advertisement published in the coming weeks.

LWPC have been advised by Babergh that It can fill it two vacancies on the council by co-option. Councillors are to speak to residents who may be interested in applying for a position over the next week.

17. Dates of the Next Meetings

- (a) 10th June 2021 (Year End) starting at 7pm
- (b) 8th July 2021 starting at 7.30pm.

The meeting closed at 8.50pm.

Chris White

Little Waldingfield Parish Council

Acting Parish Clerk

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