

Little Waldingfield Parish Council

Approved Minutes of the Remote Council Meeting held on Thursday 31 March 2021 at 6.30pm via Zoom

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

Attendance: There were no other attendees.

1. **Apologies and Approval of Absences**

Apologies were received from Cllr Clive Arthey (District Councillor), Cllr Margaret Maybury (District Councillor) & Cllr Colin Spence (County Councillor)
Cllr Braybrook also offered his apologies and his absence was approved.

2. **Declarations of Interests by Members and Requests for Dispensation**

There were no interests declared or requests received by any of the Members.

3. **Consideration of the Resignations of the Chair and Clerk**

It was noted with regret that the Chair Cllr Campbell had tendered her resignation. Members resolved to place on record their grateful thanks for all the work she has done in the last 6 ½ years and for the able and professional way she has conducted the proceedings of the Parish Council during her time as Chair.

Members also discussed the resignation, without notice, of the Clerk Simon Ashton contrary to his Terms of Contract. It was agreed that this was without justification as there was no fundamental breach of contract on the part of the Parish Council. It was also noted that his resignation the day following a Council meeting without completing any resulting follow up actions was highly unprofessional. Furthermore, his refusal to be contacted for the next 4 days made it extremely difficult for the Council complete time critical responses.

4. **Appointment of Temporary Proper Officer and R.F.O.**

The Governance Toolkit for Parish Councils states that in an emergency (e.g., to cover a temporary vacancy) a Councillor may fulfil the role of Clerk to the Parish Council and RFO. Cllr Sheppard proposed that Cllr White take on that role on a temporary basis whilst the Parish Council is without a Clerk. The motion was seconded by Cllr Foster and carried unanimously.

5. **Approval to appoint locum Clerks to administer the Annual Council Meeting and Year End Meeting.**

Cllr White informed members that Dave Crimmin (our previous Clerk) had offered to Clerk the Annual Meeting of the Parish Council in May and Members agreed to engage him as a locum Clerk for that meeting.

Cllr White further informed members that, through SALC, he had obtained the name of a retired Town Clerk who would be willing to prepare the statutory annual accounts and governance statements for the financial year end PC meeting and act as locum Clerk for that meeting.

Members agreed that she should be approached and requested to act as locum Clerk for the PC meeting on 10th June.

6. **Approval to amend date of the Annual Parish Council Meeting**

The 2020 temporary Regulations Change, that allow Council Meetings to be held remotely, ends on 7th May 2021, however the current Government Covid Guidelines preclude indoor meetings before at least 17th May. Members therefore agreed to move the date of the May meeting to 6th May 2021 and it be held via Zoom.

7. Actions to Recruit a new Parish Clerk and new Councillors.

Cllr Foster informed the meeting that Chilton PC were also seeking a Clerk and were willing to consider a joint approach. Members agreed Cllr White would contact Chilton PC and would also consider advertising for a new Clerk via SALC and neighbouring Parishes. Members also discussed recruiting new Councillors. A Notice of Vacancies had been published and in the event there was no public request for an Election by the due date of 13th April 2021, Members agreed to seek to Co-opt new Councillors via an agreed village wide advertisement.

8. Neighbourhood Plan.

Cllr Sheppard informed the meeting that the Neighbourhood had been approved by the Examiner to go forward for referendum with only minor modifications. The PC's retained Consultant will incorporate the modifications and the Plan will then be submitted to Babergh DC.

9. Consideration of Planning Applications

- (a) BDC DC/21/00977: Application Received (Comments Due 6th April 2021)
Chilton Woods Mixed Development Discharge of Condition Application for B/15/01718 – Condition 8 (Design Code)

Members agreed to be guided by the responses of Acton & Chitons PC's and respond accordingly.

- (b) BDC DC/21/01504 Application Received (Comments due 6th April 2021)
St Lawrence House Church Road Little Waldingfield Sudbury Suffolk CO10 0SP
Members agreed to support this planning application.

- (c) Planning Appeal DC/20/03821 – Appeal Notification received (Comments due 6th April 2021)
Land Rear of Enniskillen Lodge, The Street, Little Waldingfield CO10 0SU
Appeal against refused application
Members agreed to submit a further representation objecting to the application with reference to the fact the Neighbourhood Plan has been approved and passed by the Examiner. The details of that representation are at Annex A to these minutes.

10. Dates of the Next Meetings

- (a) 6th May 2021 via Zoom (Agenda Items & Documents Received by 27th April 2021)
(b) 10th June 2021

The Meeting closed at 7:50pm

Chris White
Acting Parish Clerk
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3rd April 2021