

CAMPSEA ASHE PARISH COUNCIL

MINUTES OF MEETING HELD ON 1 MONDAY 20TH MAY 2019 IN THE VILLAGE HALL

PRESENT: Richard Fernley (RF), Pat Hayward (PH), Georgina Proctor (GP), Derek Balaam (DB), Nathan Wills (NW), Alexander Nicoll (AN) County Councillor

Meeting started 8.35

19.01 – Apologies – no apologies were received

19.02 – Declarations of interest – none

19.03 – To consider requests for dispensation on agenda items – none

19.04 - Minutes of the last parish council meeting dated 18th March 2019 were approved as accurate and signed by RF

19.05 – Public participation – there were no members of the public in attendance.

19.06 – Parish clerk and RFO – a further meeting was proposed to discuss a recruitment process of a Parish Clerk and RFO in particular the formulation of a job description, contract of employment and proposed remuneration. The job description must cover duties for the Village Hall; this had been discussed at a meeting of the Village Hall committee. RF, GP, PH, NW agreed to meet on Wednesday 29 May at 7pm.

19.07 – Planning matters

1. Chantry Close – photos to be submitted to solicitor – it was agreed that GP would organise this and correspond with solicitors until a clerk was in place. As agreed in previous meetings the solicitor had been instructed to act on behalf of the Parish Council.

2. Neighbourhood Plan – it was agreed this would be given further consideration/action when a new clerk is in place.

3. DC/19/1499/FUL and DC/19/0886/AND – appropriate response letters were read out and agreed by those present – as attached. The first application had subsequently been withdrawn.

19.08 Highways – ongoing – it was agreed that once a clerk is appointed there needs to be liaison with Alexander Nicoll (as he suggested in his earlier report at the AMP) to establish a meeting of PC, HGV group and other interested parties with the new DC Director of Development and Highways – Mark Ash- to discuss issues in the village and particular the establishment of RTOs to restrict HGVs.

All Cllrs should encourage residents to continue to report Highways issues through the appropriate channels. There was agreement that we need to continue to keep such issues highlighted otherwise they would move down Highways priorities.

It was agreed that opportunities in responses to planning applications in neighbouring villages, to keep the issue highlighted and request s106 funding, should be taken – as in response to DC/19/0866/AND as above.

19.09 Village Hall report – GP reported that the committee made up of parish councillors and parishioners is still in place and the issue of Sole Trustee is still ongoing and RF had been in contact

with parties involved. Notes from latest Village Hall Meeting attached. A spring clean is taking place on Saturday 25 May from 10am.

19.10 Defibrillator – A paper had been drawn up by a parishioner and it was agreed to support the consideration for the installation of a defibrillator in the village. GP to liaise further with parishioner – paper attached.

19.11 – Clerks report – in the absence of a parish clerk, RF had taken advice from the external auditor regarding submission of Annual Governance and Accountability return and it was thought the deadline could be met. PH and GP agreed to meet with RF prepare material for the Internal Audit that will be undertaken by Heelis and Lodge as previously agreed.

19.12 – RFO report – as acting RFO the Chairman (RF) had produced a statement to acknowledge receipt of

First instalment of the precept from East Suffolk DC of £2750 and confirmed that this had been banked.

Receipt of cheque for £1,000 Clarke and Simpson (donation) and confirmed that this had been banked

The following payments were approved (NW) and seconded (PH) and cheques were duly signed

E20/1 £256.00 B Cable final salary payment

E20/2 £4.00 HMRC

RF reported financial position –

Balance as at 30/4/19

- £9418.94 in community Account (current)- not all cheques had cleared.

- £3676.27 in Business Savings Account

Totalling £13,095.21

RF reported that other payments are likely to be due once all correspondence changes are complete.

19.13 – No correspondence other than already covered above had been received. RF was receiving communication from SALC and would forward relevant information to council members. There may be other correspondence that had yet to be redirected.

The meeting was closed at 9.23

Date of next meeting to be held on Monday July 15 at 7.30 in the Village Hall

GP/RF