

MONK SOHAM PARISH COUNCIL

(Draft) Minutes of the AGM of Monk Soham Parish Council Parish Council held on Tuesday 3rd May 2022 at the Bedfield Community Pavilion

The meeting commenced at 1901

05/22 - 01 Present

- Graham Wigley (GW - Chairman), David Entwisle (DE - Vice-Chairman), Julian Sayer (JS), Cliff Arndt-Snelling (CAS), Julie Giles (JG), Charles Bagnall (CRB) and Caroline Berkley (CJB)
- Geoff Robinson (GR), as Parish Clerk.
- Matthew Hicks for Item 05/22 – 13 below.

05/22 - 02 Apologies for Absence

- None.

05/22 - 03 Election of Chairman and Vice-Chairman

- GW and DE were unanimously elected as Chairman and Vice-Chairman.

05/22 - 04 Declaration of Members Interests.

- Councillors were reminded of the need to notify any changes to their circumstances which may affect their Declaration of Members Interests. None were declared.

05/22 - 05 Public Open Session

- There were no members of the public present.

05/22 - 06 Minutes of the Last Full Meeting (8th February 2022)

- These were agreed and were signed as an accurate record by GW.

05/22 - 07 Action Points from the meeting

- The excellent notices produced by CJB highlighting the need to clean up after dogs had been placed at various points by JG. However, although there had been an improvement at The Green, the problem seemed no better on parts of School Road. Additional notices were required and also to replace some of the others that had become weathered.

05/22 - 08 Minutes of an Extraordinary Meeting held on 8th February 2022

- These were agreed and were signed as an accurate record by GW.

05/22 - 09 Action Points from the Meeting

- GR had notified MSDC of the Parish Council's support for the application.

05/22 - 10 Minutes of and Extraordinary Meeting Held on 13th April 2022

- These were agreed and were signed as an accurate record by GW.

05/22 - 11 Action Points from the Meeting

- GR had notified MSDC of the Parish Council's Support for the application.

05/22 - 12 Police Report

- GR stated that the Suffolk Police crime website showed no recorded crimes in Monk Soham during January and February 2022.

05/22 - 13 Report of District & County Councillor (MH)

- GR had previously circulated MH's written reports.
- MH invited questions and briefly highlighted the expenditure proposals on highways, footpaths, and other items. He stated that finance was tight for SCC and 75% of their budget went on the care of vulnerable children and adults.
- Answering a query from GW on SEND, he explained that the shortage of funding and trained professionals was a serious problem as numbers needing their services continued to increase. Even if funds were available, in many instances, the appropriate staff were simply not there to hire. Greater awareness of SEND is also increasing the numbers needing help. An independent review in Suffolk had been done by an expert from Lincolnshire, who had concluded that generally the overall situation was satisfactory.

0522 - 14 Financial Update

- Payments since the meeting in February 2022 (during 2021/22) have been the clerks Second Half Year Salary, PAYE and expenses of £637.83, £152.63 and £72.50 respectively, plus HSBC Bank Charges of £17.00.
- Payments during 2022/23 so far have been £143.58 for SALC Renewal.
- An outstanding payment for 2022/23 is £100.00 for internal audit charges (which includes £50.00 for 2021/22). This was authorised.
- There was no income for the 2021/22 financial year since the meeting in February 2022.
- Income for 2022/23 so far has been £1,125.00 for the first half percept.
- The 2021/22 Accounts had been audited by Paul Burrows, who had found no errors. They had been circulated by GR, with all the associated documentation. They were unanimously approved, together with the accounting statement and signed by GW. As the income and expenditure was well below £25,00.00, AGA2 applies and PKF Littlejohn will be forwarded the Certificate of Exemption.
- The opening of the NatWest account had been done but the HSBC account still needed to be closed and the balance transferred. NatWest claims they had not received the completed forms. Duplicates have been submitted, but as yet the HSBC account remains open and contained a large proportion of our funds. This was far from ideal, as we were still being charged bank charges by HSBC. Hopefully the transfer will be completed very soon.
- The 2022/23 Financial Risk Assessment was agreed.
- The Clerk's Salary Contact for 2022/23 was agreed and signed by GW.

05/22 - 15 Planning Applications

- DC/21/03467 (Next to The Old Post Office - One Self-build House). Appeal Lodged
- DC/22/00373 (1 Hillside Cottages – Extensions) – Approved by MSDC.
- DC/22/00462 (Abbey House – Erection of Garage/Cart Lodge etc) – Approved by MSDC.
- DC/22/01111 (Oak Cottage – demotion of current building & Replacement with new House) Supported & with MSDC.
- DC/22/02046 – (Abbey House – Alterations to Listed Building) – This was discussed during the meeting and unanimously supported, with the councillors wishing the applicants well with the project. GR to advise MSDC accordingly.

05/22 - 16 Countryside Group and Environmental Issues

JG summarised the activities of the Countryside Group and other village environmental issues were discussed, the salient points being:

- JG confirmed that Robert Girling will not be able to do any work on Hungers Green this year. After a brief discussion, JG agreed to prepare a specification for the required work, which will be passed to JS. JS will then provide to GR the names of three possible contractors, who will then be asked to submit estimates, plus himself. It was appreciated that the cost will be vastly in excess of what Robert has charged in the past. Robert was thanked for his excellent devotion to the work done on Hungers Green over the years.
- GR stated that he had had protracted correspondence with CAS, our insurance brokers, who at one stage appeared to suggest we were not insured for Hungers Green, as we did

not own it and it had no owner. However, it has been confirmed by the underwriters that we are indeed, fully insured.

- Now that the insurance problem had been resolved, GW will again approach Paula Booth regarding taking on the role of Tree Warden.
- The newly planted trees on Hungers Green had been watered several times and some had settled in better than others, the oaks being slow to adapt. It was agreed to simply monitor the situation at this stage.

05/22 - 17 Other Correspondence and Any Other Business

- GR had recently reported several potholes around the village, which SCC Highways had responded to very quickly. He will report some of the potholes remaining in and around Snares Lane that appeared to have been overlooked. He will also report to SCC that the sign and style to Footpath FP2 of the C540 at The Green has been destroyed by a fallen tree/branch.
- Queens Platinum Jubilee – Torch Relay & School. CJB updated the meeting on the propels for the Suffolk Torch Relay, with Martine Sills, the former Head being the local nominee. It will take place on 25th May 2022. MH accepted an invitation from CJB to attend at the school for the event.
- A Review of Parish Council Boundaries and the Community Governance Review were discussed, with GR adding that the deadline dates did not appear to allow for worthwhile consultation, debate and suggestions (see also the AVM Minutes of 3rd May 2022).

05/22 - 18 Date of Next Meeting

The date of the next meeting, which will be on the 6th September 2022, commencing at 19:00 in the Bedfield Community Pavilion.

The meeting closed at 20:00 and was immediately followed by the Annual Village Meeting.

Signed.....(Chairman)