

## HORHAM AND ATHELINGTON PARISH COUNCIL

Minutes of Annual Parish Council Meeting held Wednesday 18<sup>th</sup> May 2016 in the Old School 7.30pm

1. ELECTION OF CHAIRMAN –Keith Hawes proposed Hav Wilkins seconded by Celia Morphett.  
No other nominations proposed. All in favour and Mr Wilkins accepted the office of chairman and took the chair and signed the declaration of office.
2. ELECTION OF VICE-CHAIRMAN – Hav Wilkins proposed Keith Hawes seconded by Lawrence Weaver.  
No other nominations proposed. All in favour and Mr Hawes accepted the office of vice-chairman and signed the declaration of office.
3. APOLOGIES - were received from Jill Peters–new member and District Councillor Mrs Gibson-Harries.  
PRESENT – Councillors - Hav Wilkins, Keith Hawes, Christine Cooper, Lawrence Weaver, Pip Florance, Celia Morphett, Angela Wilkins (clerk).
4. REPORTS – District Council – Mrs Gibson-Harries (via e-mail) has asked Suffolk County Council to cut back the hedge on the junction with Denham Road. Mrs Gibson-Harries says that speeding through the village is still causing concern.
5. MINUTES of meeting held 2<sup>nd</sup> March 2016 were signed by the Chairman.
6. MATTERS ARISING – In future the police will not be attending parish council meetings unless invited.
7. ARISING FROM PARISH MEETING – Broadband - Latest information from BT – Fibre broadband should be with us within the next five months according to Openreach website.  
Speeding The Speed Data recorder results received from SCC Highways. The clerk will contact Highways dept. to invite someone to come to our next meeting and explain the results.
8. CORRESPONDENCE – Suffolk Fire & Rescue – Integrated Risk Management Plan. The proposals and recommendations put forward do not affect fire stations in this area.  
SALC – One day course for Emergency First Aid at Work on Thursday 16 June – Councillor Weaver said he would like to attend. The Clerk will make arrangements.  
SCC Suffolk Year of Walking -This has now been officially launched, visit [www.suffolkyearofwalking.co.uk](http://www.suffolkyearofwalking.co.uk) to find out walking events across the whole of Suffolk.  
Magpas - A letter requesting a donation to the charity was discussed. The councillors decided not to make a donation on this occasion.  
Community Infrastructure Levy – CIL is a new levy that local authorities can charge on developments in their area. A portion of CIL income is paid to PCs to be spent by PCs on offsetting the impacts of development in the area. The General Power of Competence does not apply to us.
9. HIGHWAYS – A number of potholes had been reported to SCC, these have now been repaired and cases closed.  
Mrs Gibson-Harries has reported overgrown hedge in Denham Road. The hedges at the Rectory and Old Station Site are overgrown causing impaired visibility to motorists.
10. PLANNING  
Application 1966/16 Alterations to East elevation to reinstate first floor bedroom window (outer window frame remains partially in-filled with modern brick, 1/3 of window still functioning.) To replace modern sashes of ground floor window. South and West elevation removal of existing deteriorated cement-based render and

replaced with lime render. Repairs to timber framing and plinth as required. Replace rotten bargeboards as required. Grove Farm, Southolt Road, Athelington. **PC approve**

The following application was discussed between meetings

Application 1048/16 Re-instatement of top section of chimney- Hill Farmhouse, Redlingfield Road, Horham.

**PC support**

Athelington Hall – Reconstruction and conversion of grade II listed barn and side wings to form new dwelling. Alterations to plans agreed under this permission.

- 11 FINANCE The following payments were made proposed Keith Hawes seconded by Celia Morphett

SALC – Subscriptions 2016/2017	£180.52	SALC – Payroll Services	£16.80
Aon – Insurance	£458.42	H. Wilkins – fuel for mower	£30.79
MSDC – Bin Emptying	(invoice delayed – authorised to pay when received)		£36.00

The bank has informed the parish council that the Business Saver account will move to a Business Premium Account with effect from 6 June 2016. Interest rates will remain the same.

Balances held:- current a/c £1389.16 – business saver a/c £101.60 – NSI £875.80

- 12 ACCOUNTS –The end of year accounts were passed to Cllrs.

The Annual governance statement 2015/16 was formally approved and accepted at this meeting.

The Accounting statement for the year ending 31<sup>st</sup> March 2016 was formally approved and accepted at this meeting. Proposed by Cllr Christine Cooper seconded by Cllr Keith Hawes.

Helen Bartholomew will continue as internal auditor and audit the accounts before being sent to BDO LLP. The audit takes place 4 July.

The clerk reported that as the majority of correspondence and documents now came via the internet this required her to print off documentation for meetings etc. She is now unable to absorb the cost of printing ink and paper and proposed to charge to her expenses 5p per printed sheet. This was all agreed by the council

13. MATTERS RAISED BY COUNCILLORS – Cllr Hawes said he had noticed drivers of white vans acting suspiciously in the village and suggested we all be aware as there had been a recent theft from a residents oil tank.

Cllr Morphett gave the council a copy of a letter from Mrs Gibson-Harries of a Parish Liasion Meeting at MSDC offices on 9 June 10am. The Chairman said he would attend, the Clerk will make arrangements

Cllr Cooper suggested a parish calendar would be useful to avoid dates clashing. The Chairman said the Parish Council website should soon be up and running and it was possible a dates/events section could be added. The Old School now has its own projector which we prove useful to view planning applications etc. more easily at meetings.

14. DATE OF NEXT MEETING was confirmed for Wednesday 20 July 2016

As there was no further business the meeting closed 9.40pm

Signed.....Date.....