

HORHAM AND ATHELINGTON PARISH COUNCIL

Minutes of Annual Parish Council Meeting held Wednesday 23 May 2018 in the Old School 7.30pm

1. ELECTION OF CHAIRMAN – Jill Peters proposed Hav Wilkins seconded by Christine Cooper. 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 – In the absence of two councillors it was agreed to defer the election of vice-chairman until next meeting.

3. The Chairman welcomed those present APOLOGIES for absence received from- Cllr Pip Florance and District Councillor Mrs Gibson-Harries

PRESENT- Cllrs Hav Wilkins, Christine Cooper, Jill Peters, Angela Wilkins (clerk)

4. REPORTS –

No reports received from District Councillor Mrs Gibson-Harries or from County Councillor McGregor

5. MINUTES of meeting held 7 March 2018 were signed by the Chairman.

6. MATTERS ARISING - Thank you letter received from SARS for the £50. Our donation will be used to continue and expand upon the work undertaken by their volunteers.

Telephone Kiosk – Work continues but progress has been slow during the winter months.

GDPR – The Parish Council have fairly limited Data Protection activities. A document has been compiled on the data we hold, why it is held, What is held, Whose data held, How long data is held, Where data is held. Councillors signed the document to show they are aware of the privacy notice.

Councillor Vacancies – As yet no one has put their name forward to be considered.

7. ARISING FROM PARISH MEETING held 25 April 2018 – The drain opposite Athelington Church is still causing concern especially after heavy rain.

8. CORRESPONDENCE

Bus Service 121 – Request for financial support for bus service 121 operated by Jeff Morse- after due consideration the parish council decided that we were not in a position to offer financial support.

Suffolk Constabulary – Suffolk Neighbourhood Team – May Newsletter – Crime prevention events will be held over the summer. New PC Simon Green due to start shortly.

Tree Warden – Suffolk Tree Warden Network are updating their contact details. Our current warden Mr Hawes was not at this meeting. Agenda Item for next meeting.

East Anglian Air Ambulance – Dog Walk in aid of EAAA at Glemham Hall on 30 September 2018. Registration required.

Suffolk County Council – Post-16 Travel – No changes have been made to the service that young people will receive in the academic year 2018/19

9. HIGHWAYS – Hedges – e-mail from Mrs Gibson-Harries re overgrown hedge at the top end of the Street with restricted visibility to highway. It was agreed to re-issue letter sent last year to households to trim their hedges to aid visibility.

Pot holes – There are numerous pot holes along Worlingworth Road which require filling. Send in a report to Highways.

10. PLANNING – The following planning applications were discussed.

Application DC/18/01860 - Improvements to existing access track to serve Rose Farm Cottage, Athelington Road, Horham. **PC Support**

Application DC/18/01427 – (Discussed prior to Parish Meetings) Outline for erection of four detached dwelling with access to be considered at Land North of Church Farm Barn, The Street, Horham. **PC Object** on the grounds that Church Farm Close has mitigated any need to consider further development around grade 2 listed Church Farm House. The Close development is very discreet and more housing could be detrimental depending on screening and the design of proposed properties. The PC are aware that two land owners have a right of access (3.9m) to agricultural land from main carriageway.

Application DC/18/00964 - (Between Meetings) Erection of replacement agricultural building and poly-tunnel. Land to West of Junction between Athelington Road and Worlingworth Road, Horham. **PC Support - MS Granted**

Application DC/17/04943 - Outline Planning Application for seven dwellings and new vehicular access on Land opposite Manor Park and Front Worlingworth Road, Horham. **MS Granted**

11. REVIEW INSURANCE 2018/19 – Annual renewal notice received from current insurers Zurich Municipal for £218.96. No increase in premium on last year. As there was no alteration to insurance cover required it was proposed we accept the renewal of £218.96. Proposed by Cllr Jill Peters seconded Cllr Christine Cooper.

12. FINANCE – Bank Balances Current a/c £1345.76 – Business Premium £101.70 NSI £885.21

PAYMENTS – The following payments were approved. Proposed by Cllr Christine Cooper Seconded by Cllr Jill Peters

MSDC – Bin emptying	£36.00
SALC – Subscriptions 2018/19	£178.87
SALC – Payroll	£21.60
H. Wilkins – Fuel for mower	£21.88
Zurich Municipal Insurance	£218.96

13. ACCOUNTS - The end of year Accounts were passed to Cllrs.

As our income and expenditure was less than £25,000 in year ended 31.3.2018 and meet the requirements as exempt for a limited assurance review under section 9 of the Local Audit (smaller authorities) Regulations 2015. certify that Horham and Athelington Parish Council is exempt.

The Annual Governance Statement 2017/18 and the Accounting Statement for the year ending 31 March 2018 were formally approved and accepted at this meeting. These were proposed by Cllr Christine Cooper seconded Cllr Jill Peters.

Helen Bartholomew will undertake an internal (accounts) audit before the completed Certificate of Exemption is forwarded to external auditors PKF Littlejohn LLP

14. MATTERS RAISED BY COUNCILLORS -

Cllr Peters raised the issue of dog fouling in various places in the village and on recreation ground. Cllr Cooper was concerned that lawn mowers are illegally being offered for sale on the footway by village seat/ telephone kiosk.

15. DATE OF NEXT MEETING was confirmed for Wednesday 18 July 2018

As there was no further business the meeting closed at 9.15pm