

**PEASENHALL PARISH COUNCIL  
MINUTES**

**Of the Annual Meeting of the Parish Council held on the 23<sup>rd</sup> of May 2018**

Present:- Parish Councillors; Norman Ball, John Bawtree, Roger Benstead, Christopher Bishop, Peter Dance, Nicholas Levett-Scrivener, Chris Norrington (Chairman), Kenneth Parry Brown and Frank Potter (Vice-Chairman).

Apologies were received from Tony Sore and Stephen Burroughes.

2018/56 Election of Chairman for the coming year. Chris Norrington was proposed by Peter Dance and seconded by Norman Ball and elected unanimously.

The elected Chairman signed a Declaration of Acceptance of Office.

2018/57 Election of Vice-Chairman for the coming year. Frank Potter was proposed by Peter Dance and seconded by Norman Ball and elected unanimously.

The elected Vice-Chairman signed a Declaration of Acceptance of Office.

2018/58 Election of Tree Warden for the coming year. Peter Dance was proposed by Kenneth Parry Brown and seconded by Norman Ball and elected unanimously.

2018/59 Appointment of Trustees for Peasehall United Charities

Christine Cox, Peter Dance, Tony Sore and Rosemary Steward were appointed.

2018/60 Appointment of Trustee for the Church Lands Trust

John Bawtree was appointed as the council trustee.

2018/61 Parish Council representatives for the following bodies:-

Assembly Hall, Frank Potter;

Suffolk Association of Local Councils, Kenneth Parry Brown;

Playing field Committee, Chris Norrington;

Sizewell Forum, Kenneth Parry Brown

2018/62 MINUTES of the meeting of 25/04/2018 were approved and signed as a true record.

2018/63 MATTERS ARISING FROM THE MINUTES

There were no matters arising.

2018/64 FINANCIAL REPORT - Balances (at 30/04/2018):-

Current A/C - £19813.37, Deposit A/C - £7103.39

Insurance Policy Renewal - The Clerk reported that, as from 01/06/18, AON will no longer be the providers of insurance services to the Council, their business having passed to BHIB of Leicester. BHIB have agreed to honour the '3 year fix' negotiated with AON in 2017 with the resultant premium for 2018/19 of £467.20 (fixed for a further 3 years and index linked to the inflation rate). This compares with the 2017/18 AON premium of £552.22.

Cheques were signed for:- Peasehall Assembly Hall (room hire) £30.00 and BHIB (insurance) £467.20.

The clerk to check and arrange to update the financial information published on the website.

2018/65 PARISH COUNCIL ACCOUNTS - The Parish Council accounts for the year 1/04/2017 to 31/03/2018 were circulated to Councillors for their consideration and presented for acceptance by The Council. This was proposed by Kenneth Parry Brown and seconded by Christopher Bishop and passed unanimously.

2018/66 THE ANNUAL GOVERNANCE STATEMENT for 2017/18 was completed and signed by the Chairman and the Clerk in the presence of the Council.

2018/67 THE ANNUAL ACCOUNTING STATEMENTS for 2017/18 were signed by the Chairman and the Clerk in the presence of the Council.

2018/68 STANDING ORDERS - The Clerk reported that these will have to be updated to include a data protection section, the updated version to be presented at the next

meeting. The Clerk also reported that there was still no firm instruction as to the necessity to employ a Data Protection Officer. In the meantime those Data Protection issues that can be tackled will be addressed at the next meeting.

2018/69 FINANCIAL REGULATIONS - The Clerk reported that the 2016 amendments to The Financial Regulations were still valid and that SALC advised that they could be approved for this year. Kenneth Parry Brown proposed and Peter Dance seconded that this should be done. All in favour.

2018/70 RISK ASSESSMENT - The Risk Assessment is to be updated and presented to The Council at a later meeting.

2018/71 FINANCIAL RISK ASSESSMENT - The Financial Risk Assessment is to be updated and presented to the Council at a later meeting.

2018/72 SAFEGUARDING POLICY - The Council's new Safeguarding Policy, circulated to councillors, was introduced and explained by Frank Potter as the Council's Safeguarding Officer. It was proposed by Frank Potter and seconded by Peter Dance that the Council adopt the Policy. All in favour.

2018/73 PLANNING ISSUES

Application File Ref. DC/18/1551/FUL, Construction of 3 detached single storey houses with garages on land opposite Oak View, Peasenhall. No objections.

The Clerk to inform SCDC Planning Department.

2018/74 CORRESPONDENCE An invitation has been received from the Chief Executive Officer/Principal of The Yox Valley Partnership Local Governing Body for Peasenhall Parish Council to enquire whether a councillor would wish to join the local schools governing body. There was no expression of interest. The Clerk to reply to the invitation.

2018/75 MATTERS FOR CONSIDERATION FOR THE NEXT AGENDA -

Items from Minutes 2018/64, 2018/68, 2018/70 and 2018/71

2018/76 DATE OF THE NEXT MEETING - Wednesday 27<sup>th</sup> June 2018 at 7.30pm at the Methodist Church Hall.

The meeting closed at 9.25pm.