

Draft, not yet approved by Council
PEASENHALL PARISH COUNCIL
MINUTES

Of the Annual Meeting of the Parish Council held on the 15 of May 2019

Present:- Parish Councillors; Norman Ball, Roger Benstead, Peter Dance, Ric Earle, Nicholas Levett-Scrivener, Stephanie Liston, Chris Norrington (Chairman), Steve Pewsey and Frank Potter (Vice-Chairman).

Apologies were received from Kenneth Parry Brown.

2019/56 All councillors present signed a 'Declaration of Acceptance of Office' and a 'Return of Election Expenses' (£0.00 in all cases). The Clerk to contact Kenneth Parry Brown to arrange for him to complete the forms.

2019/57 **Election of Chairman for the coming year.** The Vice-Chairman took the Chair for the election of Chairman. Chris Norrington was proposed by Norman Ball and seconded by Peter Dance and elected unanimously.

The elected Chairman signed a Declaration of Acceptance of Office.

2019/58 **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.

2019/59 **Election of Tree Warden for the coming year.** Roger Benstead was proposed by Chris Norrington and seconded by Peter Dance and elected unanimously.

2019/60 **Appointment of Trustees for Peasehall United Charities.**

Christine Cox, Peter Dance, Tony Sore and Rosemary Steward were proposed by Chris Norrington and seconded by Stephanie Liston and appointed unanimously.

2019/61 **Appointment of Trustee for the Church Lands Trust.** Peter Dance was proposed by Chris Norrington and seconded by Norman Ball and appointed unanimously.

2019/62 **Appointment of Safeguarding Officer.** Frank Potter was proposed by Chris Norrington and seconded by Stephanie Liston, all in favour.

2019/63 **Parish Council representatives for the following bodies:-**

Assembly Hall, Frank Potter;

Suffolk Association of Local Councils, Steve Pewsey;

Playing field Committee, Stephanie Liston;

Sizewell Forum, Kenneth Parry Brown;

Speedwatch, Ric Earle;

The above five appointments were proposed en-bloc by Chris Norrington and seconded by Frank Potter. All were in favour.

2019/64 MINUTES of the meeting of 27/03/2019 were approved and signed as a true record.

2019/65 **MATTERS ARISING FROM THE MINUTES**

Agenda items 2019/46 (Planning Issues) and 2019/50 (Proposed Meeting with Sibton Parish Council) to be included in the next agenda.

2019/66 **FINANCIAL REPORT - Balances (at 30/04/2019):-**

Current A/C - £24,889.88, Deposit A/C - £7,117.57

Insurance Policy Renewal - The Council insurance providers, BHIB, agreed a '3 year fix - index linked' which they have honoured, 2019/20 is the second year of the 'fix' and the premium is set at £484.32. This compares with the 2017/18 AON premium of £552.22. Cheques were signed for:- SALC (subscription) £251.27, M Trovell (railings materials) £327.30) and BHIB (insurance) £484.32.

Chris Norrington was proposed as the third signatory for Council Cheques by Norman Ball, seconded by Peter Dance - all were in favour.

2019/67 The Certificate of Exemption from the need for an External Audit, available to councils whose gross income or gross expenditure was less than £25,000 in 2018/19 was signed by the Chairman and the Clerk.

2019/68 THE ANNUAL GOVERNANCE STATEMENT for 2018/19 will be presented to Council at the next meeting.

2019/69 STANDING ORDERS - The Clerk reported that no instructions regarding amendments or additions had been received from NALC.

2019/70 FINANCIAL REGULATIONS - The Clerk reported that the 2016 amendments to The Financial Regulations were still valid.

2019/71 RISK ASSESSMENT - The Risk Assessment is to be updated by Councillors Peter Dance and Steve Pewsey and presented to The Council at a later meeting.

2019/72 PLANNING ISSUES Application File Ref. DC/PREAPP/19/1111, To install a horse walker/exerciser at Apple Tree farm, Bruisyard Road, Peasenhall. No objections. The Clerk to inform SCDC Planning Department.

2019/73 THE PARISH COUNCIL AS A COMMUNITY CONTACT IN THE CASE OF EMERGENCIES The Village Hall has been designated as an Emergency Rest/ Relief Centre and the Parish Council has been invited by the Suffolk Joint Emergency planning Unit to form a co-ordinating team in case of emergency. The Clerk was requested by the Council to make initial contact and report back to the next meeting.

2019/74 CORRESPONDENCE An invitation has been received from East Suffolk Council for a representative from the Parish Council to attend a 'Parish and Town Council Planning Forum' in June. Ric Earle expressed his interest in attending. The Clerk to arrange this with East Suffolk Planning Department.

2019/75 SAFEGUARDING ISSUES There were no safeguarding issues reported.

2019/76 MATTERS FOR CONSIDERATION FOR THE NEXT AGENDA -
Items from Minutes 2019/45/46/49/50/51/52/68/73

2019/77 DATE OF THE NEXT MEETING - Wednesday 12th June 2019 at 7.30pm at the Methodist Church Hall.

The meeting closed at 9.55pm.