

## **GREAT BLAKENHAM PARISH COUNCIL**

### **MINUTES OF THE ANNUAL COUNCIL MEETING HELD IN THE PARISH ROOM, MILL LANE, GREAT BLAKENHAM ON WEDNESDAY 9<sup>TH</sup> MAY 2012**

**PRESENT:** A. Beckett, R. Edrupt, Mrs S Fairburn, Miss L Martin, P. McLauchlan, Mrs P Robinson, R. Simpson and District Councillor J Field

**1.5 ELECTION OF CHAIRMAN** – Mrs S Fairburn was nominated as Chairman for 2012/13. There being no other nominations Mrs Fairburn was duly elected to serve as Chairman for the forth coming year and signed the declaration of acceptance form.

**2.5 QUESTIONS FROM THE PUBLIC** – Mr Edmonds attended the meeting to ask the Parish Council if the Council supported the idea of making improvements to the children's play area in Mill Lane. The Chairman advised Mr Edmonds that this question will be addressed at their next meeting, but reminded him that the Parish Council were not responsible for the play area and had resolved at a previous meeting that the Parish Council would only become involved if the Village Hall Committee approached for assistance.

Mr Edmonds informed the Parish Council that he had already held a public meeting where some plans showing children's play equipment and possible layouts had been displayed for children and adults to give feedback. He believed this had been well received and he would be happy to give any further assistance to the Village Hall Committee.

Mr Edmonds also questioned how the Village Hall Committee was organised. Mrs Fairburn, as the Council's representative on the Committee, advised Mr Edmonds that the Village Hall Committee was a charity and therefore could hold meetings without notification to the public. The only meeting that this would not apply was the Annual General Meeting of which a date had yet to be arranged. Mrs Fairburn advised Mr Edmonds that the Committee were currently obtaining quotations for improvements to the play area as well as quotes for improvements to the Village Hall. A meeting of the Village Hall Committee would then be called to consider the quotes. These would then be included within the application for a grant from Sita UK.

### **3.5 REPORTS OF THE DISTRICT COUNCILLORS**

District Councillor J Field's report was circulated at the meeting.

### **4.5 REPORT OF THE COMMUNITY POLICE OFFICER**

PCSO Phil Brill's report had been circulated prior to the meeting.

**5.5 Apologies:** District Councillor M Blakenham and PCSO Phil Brill

**6.5 Declarations of interest appropriate to any item on the agenda** – None were received.

**7.5 ELECTION OF VICE CHAIRMAN** – Mr R Simpson was nominated as Vice Chairman for 2013/12. There being no other nominations Mr Simpson was duly elected to serve as Vice Chairman for the forth coming year and signed the declaration of acceptance form.

**8.5 MINUTES** of the meeting of 11<sup>th</sup> April 2012 were approved and signed.

**9.5 WORKPLAN** Councillors received an update on all outstanding issues.

### **10.5 FINANCE**

- a. To Approve the Annual Accounts for the year ending March 31<sup>st</sup> 2012 – The Annual Accounts were approved by all members of the Parish Council.
- b. Annual Audit Return – Statement of Account and Annual governance statement – Councillors approved the Statement which had been completed by the Clerk and the Internal Auditor. This was duly signed by the Chairman and the Clerk.
- c. Monthly payments – It was agreed to sign cheques to the value of £952.20

### **11.5 PLANNING**

Suffolk County Council – MS/3430/11/Art30c23 ART 30 – Submission of details of Condition 23 of Planning Permission MS/3430/11

Suffolk County Council – MS/0325/12/Art30c9 ART 30 – Submission of details of Condition 9 of Planning Permission MS/0325/12

At Gt Blakenham Paper Waste Transfer Site, Site 2, Land off Addison Way, Bramford Road

Comments forwarded to Suffolk County Council:- The Parish Council have no objections subject to the lights being fitted with the lowest possible wattage bulbs and these aimed away from the Bramford Road at all times in a downwards direction.

### **12.5 TO APPOINT PARISH COUNCIL REPRESENTATIVES TO OTHER BODIES**

The following appointments were agreed:-

SALC – Mrs P Robinson

Village Hall Committee – Mrs S Fairburn

Viridor Liaison Group – Miss L Martin and Mrs S Fairburn

PCSO Tasking Group – Mr Robert Simpson

### **13.5 ALLOTMENTS**

The Parish Council gave consideration to the installation of a barrier at the allotment site to help secure the site and the adjoining land. Councillors agreed that the installation of a barrier would be welcomed and a locking mechanism with a code would be appropriate. This code would then be given to all allotment holders for their use. The Parish Clerk to obtain quotations for these works.

### **14.5 CEMETERY**

The Chairman reported that the current shed at the cemetery now had a rotten floor and therefore it was impossible to store the Parish Council's old files. This was the only available building in which to store old Parish documents. It was agreed that a new shed be installed with a concrete base. It was felt necessary to make this a more secure building for the storage of important documents. The Parish Clerk to obtain quotations.

### **15.5 REPLACEMENT BENCH**

This item had been withdrawn.

### **16.5 CHAIRMAN'S REPORT**

a. Jubilee Working Group- Final arrangements had now been made and a timetable of events and a list showing who was responsible for each area on the day will be issued by the Chairman shortly to every Councillor.

b. SnOasis Update – The Chairman informed the Council that a meeting had been called by the SnOasis Community Alliance to consider the uncertain future of the SnOasis site and the impact on forthcoming Neighbourhood Plans. The meeting has been arranged for Saturday 26<sup>th</sup> May at 11.00am at the SALC offices. Anyone who wished to attend to notify the Parish Clerk. Councillors noted that the Chairman would not be able to attend.

Chairman

Date