

RICKINGHALL PARISH COUNCIL

Minutes of the ANNUAL meeting held Thursday 14 May 2015
Rickinghall Village Hall

Present: Cllr Gillian Crossley-Holland Cllr Rosemary Jones
Cllr David Lister Cllr Geoffrey Short
Cllr Sally Smith

Parish Clerk – Leeann Jackson-Eve
District Councillor Derek Osborne
2 Members of the public

7.35pm The Chairman welcomed those present and opened the meeting.

1. **To Elect a Chairman for the Year 2015/16.** As directed by s15(2) Local Government Act 1972, the first order of business at the Annual General Meeting was to seek nominations for the post of Chairman. Cllr Short, proposed by Cllr Lister, seconded by Cllr Jones, and agreed unanimously, was elected.
2. **To receive the Chairman's Declaration of Acceptance of Office.** The Council received Cllr Short's signed Declaration of Acceptance of Office, which was countersigned by the Clerk.
3. **To receive Councillors' Declaration of Acceptance of Office.** All councillors present signed a Declaration of Acceptance of Office, which was countersigned by the Clerk.
4. **Apologies for absence.** None.
5. **To elect a Vice Chairman.** Cllr Crossley-Holland, proposed by Cllr Short, seconded by Cllr Lister and agreed unanimously, was elected as Vice Chairman.
6. **To elect Council Officers and Representatives to outside bodies:** This was deferred due to absences.
 - Allotments Man't Committee: Receive reports from M Smith
 - BARWOODS: Cllr Jones
 - Local Charities: Cllr Crossley-Holland
 - Local Transport: Cllr Smith
 - Parish Assets: Cllr Crossley-Holland
 - Planning Working Party: Cllrs Short & Smith
 - Public Rights of Way: Cllr Jones
 - SALC/Parish Liaison: Receive reports from W Sargeant
 - Tree Warden: Cllr Jones
 - Village Hall: Cllr Lister
 - War Memorial/ROCP: Cllr Crossley-Holland
7. **To confirm the Minutes of the Meeting held 2 April 2015.** The minutes of the Meeting, circulated with the agenda, were agreed and signed.
8. **Magazine Input:** Cllr Jones noted.
9. **Declaration of Members Interests:**
 - Cllr Crossley-Holland Non-Pecuniary Interest Item 11.1.1
 - Cllr Lister Non-Pecuniary Interest Item 11.1.1
10. **Public Forum:** 7.42pm RESOLVED, with all agreed, to adjourn the meeting for the public forum. The Chairman reconvened the meeting at 7.46pm.

11. **Planning:**

11.1 **Planning Applications:**

- 11.1.1 **Unit 4, Lower Church Farm, Hinderclay Road, Rickinghall.** Ref. 1327/15. Changing unit 4 from storage to small business use - part B2 & part B8 use. It was RESOLVED, with all agreed, to have no objection to the application.
- 11.1.2 **9 Rectory Hill, Rickinghall.** Ref. 1317/15. Erection of two storey hipped roof extension to side and single storey lean-to porch extension to front. Rendering of existing elevations. Alterations to driveway. It was RESOLVED, with all agreed, to have no objection to the application.
- 11.1.3 **Chestnut Farmhouse, New Delight Road, Rickinghall.** Ref. 1475/15. Prior Notification for erection of grain store. It was RESOLVED, with all agreed, to have no objection to the application.
- 11.1.4 **1 Wheatfields, Rickinghall.** Ref. 1244/15. Erection of single storey extension following demolition of sun room. It was commented that the extension was large in proportion to the existing building but it was RESOLVED, with all agreed, to have no objection to the application.
- 11.1.5 **Willow Cottage, Garden House Lane, Rickinghall.** Ref. 1171/15. Erection of single storey link extension to garage (following part demolition of outbuildings). It was RESOLVED, with all agreed, to have no objection to the application.

11.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:**

- 11.2.1 **St Marys Church, Rectory Hill, Rickinghall.** Ref. 1529/15. 7 x Limes (Marked on sketch map as LT1, LT2, LT3, LT4, LT5, LT6 and LT7). To remove major deadwood and clear from overhead lines. It was RESOLVED, with all agreed, to have no objection to the application.
- 11.2.2 **St Marys Church, Bury Road, Rickinghall.** Ref. 1528/15. T001 : Silver Birch : 8m : Remove branches interfering with fence, Remove excess ivy T010 : Oak : 14m : Remove deadwood. Clear growth from overhead lines T011 : Lime : 17m : Remove deadwood. T017 : Lime : 16m : Remove deadwood. Remove ivy T020 : Lime : 18m : Remove deadwood T027 : Oak : 10m : Remove deadwood T035 : Oak : 16m : Remove deadwood. Branches overhanging buildings T041 : Lime : 8m : Remove deadwood T042 : Lime : 9m : Remove deadwood T043 : Lime : 9m : Remove deadwood T045 : Lime : 18m : Remove deadwood. Branches overhanging path T048 : Lime : 16m : Remove deadwood. It was RESOLVED, with all agreed, to have no objection to the application.

11.3 **Notification of Planning Decisions by Mid Suffolk DC:** None.

12. **Progress Reports:**

- 12.1 **Chairman's Report:** The Chairman reported that he had spoken at the Planning Committee meeting at MSDC in reference to The Old Workshop, West Hall Road (Ref: 0450/15. Retention of galvanised palisade security fence). There had been a lot of debate but it was decided not to object to the application. However, the owner would be required to paint the fence green and soften it with planting.
- 12.2 **Clerk's Report:** The Clerk reported back on quotes received for clearing the garden amenity area at Maypole Meadow of weeds and dead material and readying it for planting. Three quotes had been received and it was RESOLVED, with all agreed, to accept the quote from local gardener David Crawley for £375. The Clerk would notify Dr Bennett and ask for an update on the proposed purchase

13. **General Items:**

- 13.1 **Rickinghall News:** This would be printed in mid-June for distribution with the July parish magazine. It was RESOLVED, with all agreed, to use Realise Futures in Bury St Edmunds as the price was £289.80, the same as last year, and the quality had been excellent. It was also RESOLVED, with all agreed, to distribute the magazine through the parish magazine at a cost of £35. The school art competition had received an excellent drawing of St Marys Church, Bury Road from Isabella Sheard in year 5 at St Botolphs School. She would be given the prize of a £20 book voucher.

- 13.2 **Annual Parish Meeting on 2 April 2015:** The DRAFT minutes of the meeting were noted by the Council and acknowledged by those councillors present as a true record. There were no matters arising from the meeting.
- 13.3 **Verge Cutting:** It was noted that A and B roads were usually cut twice a year by SCC and C and U roads were done just once. May/June would be the first cut for A and B roads and C and U roads would be cut in June/July. There was some objection to verge cutting as it prevented plants seeding for the next year and cut down on insect habitats. It was agreed that Cllrs Jones and Crossley-Holland would review the area and make suggestions for which verges could be safely left uncut in 2016. The Clerk would ask County Cllr Fleming whether SCC had a policy on wildlife and verges.

14. **Correspondence:**

- 14.1 **MSDC:** Sports Facilities and Playing Pitch Strategy: The District Council had asked the PC to answer some questions regarding the availability and quality of local sports facilities. It was noted that other than the playing field and changing rooms, all facilities were outside of the parish.
- 14.2 **MSDC:** The invitation to the Town and Parish Council Liaison Meetings was noted.
- 14.3 **RVHMC:** The thank you for the donation towards a replacement tennis net was noted.

15. **Finance:**

15.1 **Account Balances:**

| | | |
|-----------------|---|-----------|
| Current Account | £ | 2,995.61 |
| Deposit Account | £ | 25,047.58 |

15.2 **Accounts for Payment:**

| | | | |
|---------------|---|--------|--|
| L Jackson-Eve | £ | 331.13 | Sal/Exps Apr 15 |
| T Gaddis | £ | 193.99 | St Clean Apr 15, Wherry Land grass cut |
| HMRC | £ | 258.05 | PAYE/NICS for LJE |

RESOLVED, with all in favour, to approve payment of the accounts detailed above.

- 15.3 **To approve payment of Grant Funding for 2015/16:** (as agreed under Minute Ref: 9.2, 2 April 2015). Grant to Royal British Legion to be paid at later date.

| | | |
|----------------------------|-------|-----------------------------------|
| Rickingham PCC | £ 600 | Churchyard Maint s214(6) LGA 1972 |
| Rickingham Day Centre | £ 300 | s137 LGA 1972 |
| Botesdale & Rickingham NHW | £ 30 | s137 LGA 1972 |

RESOLVED, with all favour, to approve payment of the grants detailed above.

- 15.3 **Inspection of the Financial Statement for Year Ending 31st March 2015.** The Clerk presented the Financial Statement and supporting documents for the year ending 31st March 2015. The Council RESOLVED, with all in favour, to approve the accounts submitted, which were then signed by the Chairman and Clerk. (Appendix 1)

- 15.4 **To approve the signing of the Annual Return Year Ending 31st March 2015.**

The Annual Return for the Year Ending 31st March 2015 was presented for approval. The Council RESOLVED, with all in favour, to approve the signing of the Annual Return and the Annual Governance Statement.

The Council noted that the period during which the accounts will be open to public inspection had been set by the auditor, BDO Stoy Haywood, as between 1 – 26 June. A notice to this effect would be posted on the parish notice board from 18 – 31 May.

- 15.5 **Annual Review of the Council's Risk Assessment Policy.** The Council's policy for Risk Assessment was considered and it was felt that, with the current policies in place, on the whole the risk remains LOW.
16. **Highways Issues:** There had been complaints that the paver repairs at the Hinderclay Road/The Street junction were already sunken and still causing problems. The Clerk to report to Highways. The gravel at the bottom of Rectory Hill was still a problem and the Clerk would follow up on this and ask Highways to write to the owner to see if a permanent solution could be found.
17. **Councillors Reports:**
- Barwoods: A design had been produced for the proposed sign at Northfield Wood. The Clerk would get quotes for an A2 sign in a weatherproof material.
 - PC Surgery: It had been reported that a resident had offered to pay for a sign saying "no fly-tipping" to put up at the site but was turned down by MSDC. The Clerk to follow up.
 - Village Hall: It was noted that the model Railway exhibit had been very successful.
18. **Matters to be brought to the attention of the Council / Items for the next agenda:** TRO at the Co-op – it was agreed to discuss this with County Cllr Fleming as nothing was happening and no information was forthcoming from Highways.
19. **Next Meeting:** 4 June 2015

The Chairman closed the meeting at 9.25 pm.