

RICKINGHALL PARISH COUNCIL

Minutes of the ANNUAL meeting held Thursday 12 May 2016
Rickinghall Village Hall

Present: Cllr Robin Brown
Cllr Dominic Ebert
Cllr Geoffrey Short
Parish Clerk – Leeann Jackson-Eve
County Councillor Jessica Fleming
2 Members of the public
Cllr Gillian Crossley-Holland
Cllr Rosemary Jones

7.30pm The Chairman welcomed those present and opened the meeting.

1. **To Elect a Chairman for the Year 2016/17.** Nominations were sought for the post of Chairman. Cllr Short, proposed by Cllr Crossley-Holland, 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 Declaration of Acceptance of Office.
3. **Apologies for absence.** An apology was received from Cllr Sally Smith.
4. **To elect a Vice Chairman.** Cllr Crossley-Holland, proposed by Cllr Short, seconded by Cllr Ebert and agreed unanimously, was elected as Vice Chairman.
5. **Casual Vacancies:** There were no applications for parish councillor post (3 vacancies).
6. **To elect Council Officers and Representatives to outside bodies:** The following appointments were agreed:
 - 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/Clerk
 - Tree Warden: Cllr Jones
 - Village Hall: Cllr Ebert
 - War Memorial/ROCP: Cllr Crossley-Holland
7. **To confirm the Minutes of the Meeting held 21 April 2016.** The minutes of the Meeting, circulated with the agenda, were agreed and signed.
8. **Magazine Input:** The Clerk would do a short report due to the tight deadline.
9. **Declaration of Members Interests:** None.
10. **Public Forum:** 8.52pm RESOLVED, with all agreed, to adjourn the meeting for the public forum. *County Cllr Fleming gave the PC some information on a community transport drop-in session at District Council offices on 8 June at 10.30am.* The Chairman reconvened the meeting at 8.57pm.
11. **Planning:**
 - 11.1 **Planning Applications:**
 - 11.1.1 **Jubilee House, The Street, Rickinghall.** Ref. 1128/16. Erection of residential development of 3 houses and cart-lodge to existing dwelling (Resubmission of previous planning permission 0009/16). It was agreed that all terraced houses in The Street were placed at the front of their plot so this position seemed more appropriate. It was RESOLVED, with all agreed, to have no objection to the application.

- 11.1.2 **Beaumont Cottage, The Street, Rickingham.** Ref. 1567/16. Regularisation of replacement windows. It was RESOLVED, with all agreed, to have no objection to the application.
- 11.1.3 **Kiln Cottage, Candle Street, Rickingham.** Ref. 1846/16. Conversion and extension of existing detached workshop within curtilage of existing Grade II listed building to provide ancillary disabled annexe accommodation. 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 **Redwings, Rectory Hill, Rickingham.** Ref. 2079/16. Lime Tree - 25% crown reduction. It was RESOLVED, with all agreed, to have no objection to the application.
 - 11.2.2 **St Georges House, 3 St Georges Drive, Rickingham.** Ref. 2048/16. Mature Scots pines, originally a "Nurse" crop. Propose fell all numbered trees to promote balanced canopies in the adjacent Beech trees. 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 had drafted a report form for the Community Bus to submit on a monthly basis.
 - 12.2 **Clerk's Report:** None.
- 13. **Correspondence:**
 - 13.1 **SCC:** Councillors noted the update on events during the Year of Walking.
 - 13.2 **SALC:** The PC noted the information on new guidance for Governance and Accountability which would be mandatory at end of the 2016/17 financial year.
 - 13.3 **SALC:** The PC noted the information about the 2016-17 Transparency Fund and agreed to apply for reimbursement of internet costs and the cost of the Clerk updating the website with the required information.
 - 13.4 **Sheepwatch:** Councillors noted the info on protecting sheep from dogs.
 - 13.5 **SCC:** The PC noted the new hours for Suffolk Household Waste and Recycling Centres. All Centres would be closed on Wednesdays from 1 June.
 - 13.6 **SCC:** The PC noted the road closure of The Street from 31 May to 7 June for resurfacing. A meeting would be arranged with Highways to discuss any minor changes that could be made, including 30mph painted roundels.
- 14. **General Items:**
 - 14.1 **Rickingham News:** This would be printed in mid-June for distribution with the July parish magazine. It was RESOLVED, with all agreed, to use the same printer in Bury St Edmunds as the price was £287.50, slightly less than last year. It was also RESOLVED, with all agreed, to distribute the magazine through the parish magazine at a cost of £35. Charles Greenhough had agreed to take a picture of the Community Bus for the cover.
 - 14.2 **Annual Parish Meeting on 21 April 2016:** The DRAFT minutes of the meeting were noted by the Council and acknowledged by those councillors present as a true record, with the addition of Cllrs Crossley-Holland and Jones on the list of apologies. There were no matters arising from the meeting.
 - 14.3 **Street Furniture:** Councillors considered putting a dog bin near the church on the south side of the bypass but agreed to defer it as there was no evidence that dog fouling was a particular problem there and dog bins were quite costly. It was agreed to ask Barwoods if they could relocate the bench from Maypole Meadow to one of their sites and the Village Hall if they wished to have the litter bin on site.
 - 14.4 **Traffic Survey:** The PC noted the results of the survey, particularly the overwhelming support for the double-yellow lines extension at the Co-op. The Clerk would pursue funding for the project. It was also agreed to look into the feasibility of sharing a Vehicle Activated Sign with Botesdale, for possible purchase in the next financial year. Finally, it was agreed to write to anyone who had expressed an interest in a Speedwatch group and let them know that

it was being considered but was unlikely to be formed in this financial year due to the cost of a Speedar device.

- 14.5 **Post Office:** The PC noted the possible closure of the newsagent/Post Office and agreed to write to the Co-op to enquire about the possibility of having a PO there should it be necessary.

15. **Finance:**

15.1	Account Balance:	£30,508.18	
	Income:	£ 9,417.00	MSDC ½ Council Tax Precept
		£ 236.08	MSDC Discretionary Grant

15.2 **Accounts for Payment:**

L Jackson-Eve	£ 658.94	Sal/Exps Apr 16
T Gaddis	£ 285.85	St Clean/Paths May 16
SALC	£ 491.27	Membership Fees 2015-16

RESOLVED, with all agreed, to approve payment of the accounts above.

- 15.3 **Payment of Grant Funding for 2016/17:** (as agreed under Minute Ref: 10.2, 21 April 2016). Grant to Royal British Legion to be paid at later date.

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

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

15.4 **Inspection of the Financial Statement for Year Ending 31st March 2016.**

The Clerk presented the Financial Statement and supporting documents for the year ending 31st March 2016. The Council RESOLVED, with all in favour, to approve the accounts submitted, which were then signed by the Chairman and Clerk. (Appendix 1)

15.5 **Signing of the Annual Return Year Ending 31st March 2016.**

The Annual Return for the Year Ending 31st March 2016 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 accounts were due on 13 June 2016 and the period during which the accounts will be open to public inspection had been set by the auditor, BDO Stoy Haywood, as 03 June – 14 July. A notice to this effect would be posted on the parish notice board.

- 15.6 **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 remained LOW.

16. **Highways Issues:** The Clerk would follow up on potholes in Water Lane.

17. **Councillors Reports:**

- Barwoods: A guided tour of Barwoods-managed sites was arranged for 5 June at 2pm.
- Street Lighting: The Clerk had set up a meeting with SCC and the owner of Jubilee House to discuss moving light number 57.
- 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:** None.

19. **Next Meeting:** 2 June 2016

The Chairman closed the meeting at 9.22 pm.