

MINUTES OF THE MEETING OF NEWBOURNE PARISH COUNCIL

11 May 2015

Present:

Kwini Lusher
Denise Parkinson
Erica Pattinson
Sue Pollard
Lionel Scott (Vice Chair)
Peter Waller (Chair)
Jim Wicks

In attendance:

Amie Veerman (Clerk)

The Chair formally opened the meeting at 8pm.

1. Election of Council Officials. The Councillors took a vote and results were as follows:

- a. Chair.** The present Chair, Peter Waller noted that Councillor Peter Smyth had indicated an interest in standing as Chair. In his absence, **the Councillors nominated** Councillor Smyth as Chair for 2015/16, however this needs to be readdressed at the next Parish Councillor meeting, 1 June 2015. For the purpose of this meeting, the Councillors voted Councillor Lionel Scott to be the interim Chair.
- b. Vice Chair.** **The Councillors voted** Councillor Lionel Scott to be Vice Chair.
- c. Declarations of acceptance of office.** The clerk provided the Councillors with the acceptance forms which were duly signed.

Public question time. No members of the public were present – no questions or issues raised.

2. Apologies for absence. Apologies received from Michael Frost and Peter Smyth.

3. Declarations of disclosable pecuniary interest. None to report.

4. Parish Council Representatives. Following discussion, Councillor representation was agreed as follows:

- a.** Village Hall committee – Erica Pattinson and Sue Pollard
- b.** Planning issues lead – Denise Parkinson
- c.** Reverly play space committee – Jim Wicks
- d.** Police groups (speed watch and SNT tasking meetings) – unrepresented
- e.** SALC area meetings – Kwini Lusher
- f.** Tree Warden – Sue Pollard
- g.** Quiet Lanes - unrepresented
- h.** Website – Amie Veerman, deputy Erica Pattinson.

5. Minutes of the Parish Council Meeting 13 April 2015. The minutes were **approved** without amendment and signed by the Chair.

6. Update from Suffolk Police, County and District Councillors. The April 2015 police report, appended was received and circulated. The report was **noted**. Due to the elections a report was not received from the County and District Councillors. It was noted that the new District Councillor for Kirton Ward is Susan Harvey. **Noted**.

7. **Action points.** None outstanding.

8. **Planning.**

a) **DC/14/4249/OUT** – erection of a dwelling. Land at Mill Road. (Between #18 and #19). The Chair reported that this application was refused by the Suffolk Coastal District Council (SCDC) planning committee on the grounds of non-accordance with SCDC local plan. **Noted.**

b) **DC/14/3777/OUT-** erection of dwelling and garage. Land at Virginia Nurseries Ltd, Mill Road. The Chair advised that the appeal made by the applicant was on-going. **Noted.**

9. **Finance.**

a) **Bank mandates for new council. The Council agreed** that the clerk will organise the removal of Peter Waller and Jan Carlton as signatories and will add Kwini Lusher and Sue Pollard.

b) **Clearance of cheques for payment.** Payment of £100.80 to Suffolk Association of Local Councils for the Internal Audit 2014/2015 **was approved.** In the absence of two authorised signatories, **the Council agreed** that the Chair would take the cheque book and obtain Michael Frost's signature post meeting. The clerk would then arrange collection and post the cheque accordingly.

c) **Budget report.** The clerk confirmed that the first part of the precept and grant had been received. The May budget report was distributed and is appended to these minutes.

d) **Clerk's contract agreement to terms. The council approved** the recruitment of the new clerk and the Chair signed the contract.

10. **Clerks report and correspondence.**

a) **Suffolk Coastal District Council funding opportunity. The Council agreed** that Sue Pollard would look into this funding opportunity in respect of the Village Hall car park project however would not attend the workshop.

11. **Issues surrounding the Transparency Code and proposals for compliance.** The Chair explained the importance of the Transparency Code and the guide produced by SALC, appended, was **noted.**

12. **Reverly and Web Site update.** In the absence of Peter Smyth there was no additional update to the Annual Report received during the Annual Meeting. **The Council approved** to fund One Suffolk website training for the clerk.

There being no further business the meeting closed at 9.15pm.

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Chair