

MINUTES of the ANNUAL MEETING of LEAVENHEATH PARISH COUNCIL held on Wednesday 2nd May 2018 at 7.30 p.m. at The Village Hall, Leavenheath.

PRESENT: B Sadler (Chaired the Meeting), H Bonnar, P Mortlock, C Morgan, R Cowell, S Whitelaw, R Bellenie, D Kingham, J Jenkins (District Cllr), D Hattrell (Clerk) and 1 member of the public.

ELECTION OF CHAIRMAN: It was resolved that Barbara Rowe continues as Chairman. It was understood that Barbara Rowe was happy to continue as Chairman.

DECLARATION OF ACCEPTANCE OF OFFICE: It was agreed for the Declaration to be signed at the June Meeting when Barbara Rowe is present.

PUBLIC FORUM: Issues raised included the hedge at Rowans Way that needs cutting, the upkeep in the vicinity of the Cricket Pavilion and Church Path and general vandalism in the Parish.

APOLOGIES: were received from B Rowe and J Finch (County Cllr).

ELECTION OF VICE CHAIRMAN: It was resolved that B Sadler was to continue as Vice Chairman for a further year.

NOMINATION OF REPRESENTATIVES: The planning group will continue as P Mortlock, R Cowell, C Morgan and R Bellenie.

The Tree Warden will be S Whitelaw supported by the previous Tree Wardens.

H Bonnar to continue as SALC representative.

C Morgan and D Kingham will be the Planning Strategy representatives.

P Mortlock and B Sadler will represent the Parish Council on the Village Green Committee.

B Sadler to continue as Village Hall representative and also continue to take responsibility for the Parish Councils Risk Assessment.

P Mortlock is to review the Police website and will continue to update the Parish Council Website.

P Mortlock and R Cowell will take the lead on Community Woodland as before.

R Cowell will liaise in respect of footpaths.

Peter Pratt is happy to continue as Footpath Warden and this was agreed.

A new Staff Sub Committee has been formed including C Morgan, R Cowell and R Bellenie.

DECLARATION OF INTEREST: Nothing was raised.

APPROVAL OF MINUTES OF 4th APRIL 2018: These were accepted as a true record.

MATTERS ARISING FROM THE MINUTES: Progress continues to be slow in relation to the Lake Walk. R Cowell raises regularly with the Golf Club. P Mortlock agreed to support R Cowell in this matter - **Action P Mortlock**. Responses had not been received in relation to Speed Watch. The Village Hall Committee has approved the proposed noticeboard to go at the Village Hall. Matters are now proceeding in this respect. Frustration was expressed about the lack of response and delays in relation to items reported to the County Council and District Council. It was felt that rather than merely acknowledging and then failing to follow up, we should get honest responses to enable us to challenge or make alternative arrangements. The A134 Crossing near Plough Lane (County Council Highways) and the lack of clearance of the Public Open Space path

(Babergh Council) were examples. J Jenkins explained that the clearance of the Public Open Space path was not high priority in view of budget restraints. It has been noted that County Highways are prioritising pot holes, so how will the state of the pavement to the Lion be resolved? It was agreed to provide J Jenkins with details of outstanding items - **Action Clerk.**

D Kingham reported on the Neighbourhood Planning Meeting hosted by our MP which encouraged Parishes to instigate Neighbourhood Plans to help protect against inappropriate speculative development by proactively deciding how the village should develop in the future. Grants were available to assist with the Plan.

BABERGH DISTRICT COUNCIL REPORT: Cllr Jennie Jenkins attended and reported on the Public Consultation regarding the 3 options being considered for the former Headquarters at Corks Lane. The Cabinet is now in place including a member of the opposition. The Boundary Commission Review proposing ward changes and reduction in the number of District Councillors, is on-going. Assington are considering a Neighbourhood Plan currently.

POLICE REPORT: There was no report, however, P Mortlock had provided a link showing our crime figures that can be accessed from our website.

SUFFOLK COUNTY COUNCIL REPORT: Cllr James Finch was unable to attend and had provided a report confirming more than 94% of Suffolk children were offered their first choice of primary school. Cllr Finch will join the panel to review the feedback from the proposed change to home to school travel policy. There is a call for further "On-Call" firefighters and information can be found on the County Council Website. Cllr Finch continues to liaise regarding the Beachams Farm Bridleway issues.

CORRESPONDENCE: The report had been issued ahead of the meeting and key areas were discussed. The Vandalism reported in LSPN was referred to and the Broad Oaks issues reported by email would be investigated by R Bellenie - **Action.**

HIGHWAYS: Nothing was reported.

FINANCE: The bank balances as at 2nd May 2018 were **£40445.37** in the Community Account, **£15382.46** in the Reserve Account making a total of **£55827.83.**

The End of Year Accounts were proposed as a true record by B Sadler, seconded by P Mortlock and unanimously carried. The recommendation is to complete the Internal Audit ahead of the approval of the Audit forms, so this will be deferred until the June Meeting. Timescales are tight and the Clerk confirmed she would do all she could to get things ready. There was nothing further to report on Data Protection. D Kingham proposed we move to a system of on-line payments as soon as reasonably practicable. This was seconded by R Bellenie and unanimously carried. Standing Order 19, as proposed by the working group, was proposed by C Morgan, seconded by S Whitelaw and unanimously carried.

The following were authorised for payment: -

Tele Tr	431.52	D K Hattrell	Clerk's Salary
Tele Tr	95.40	Inland Revenue Only	Clerk's deductions
Tele Tr	160.76	SCC - Pension ACC	Clerk's Pension
Tele Tr	388.80	Tree & Lawn Co Ltd	Village Green Maintenance
Total	£1076.48		

REPORTS FROM ORGANISATIONS AND REPRESENTATIVES : Reports were given from the Village Hall, Village Green and the Community Woodland. The Village Hall AGM was due on 14th May. The early morning bird walk was scheduled.

IDEAS TO IMPROVE THE VILLAGE: R Cowell had 2 suggestions. The first one involved a regular exchange of Newsletters with Assington, so that each Parishioners are aware of Events taking place in each Parish. Members agreed this was a good idea. The other suggestion was to have a Wildlife Walk Bench. It was agreed to include as an Agenda item for June - **Action Clerk.**

ARRANGEMENTS FOR THE ANNUAL PARISH MEETING: B Sadler will liaise with the Chairman regarding the Agenda. The Clerk will forward last years' Agenda. R Cowell and S Whitelaw will produce the leaflet to advertise the Event. Trustees of Lady Anne Windsor Trust will be invited to explain the possible provision of Almshouses in Leavenheath.

REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS: It was agreed to raise the Village Litter Pick at the Annual Parish Meeting.

The meeting closed at **9.02 p.m.**

Planning Meeting on 2nd May 2018

The following decisions were advised from the Planning Authority:-

DC/18/00915 - 32 Bramble Way, Leavenheath - Demolition of existing conservatory & erection of single storey rear extension - **Permission had been granted.**

DC/18/00483 - 94 High Road, Leavenheath - Erection of shed - **Planning Permission had been Granted**

The following was discussed: -

Leavenheath Planning Priorities for the future of the Village - May 2018

P Mortlock was attempting to upload the document onto the Website. Parishioners will be encouraged to examine the document at the Annual Parish Meeting. D Kingham will lead on this item at the Annual Parish Meeting. A time limit for comments was suggested for the end of June.